



Australian Government

Asbestos Safety and Eradication Agency

TOWARDS AN ASBESTOS-FREE AUSTRALIA

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ANNUAL REPORT 2015-16



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Australian Government

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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 2015–16 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 2016. 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 2016. 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

Mr Peter Tighe
Chief Executive Officer
21 September 2016

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> AGENCY OVERVIEW

➤ CHIEF EXECUTIVE OFFICER – YEAR IN REVIEW

The 2015–16 year has been another significant year of operations for the Asbestos Safety and Eradication Agency.

Through the 2015–16 year, the agency continued to work diligently in building the evidence, policies 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 for Asbestos Management and Awareness 2014–18*. 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 2015–16 include:

- the continued implementation of the National Strategic Plan and delivery of key research projects that have provided a sound evidence base to guide agency work in coming years
- the agency building a significant body of research that will provide a solid base for future projects 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 Brisbane in November 2015, 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.

The 2015–16 year started with a level of uncertainty regarding the funding for the agency but we are grateful to the Australian Government for reallocating the agency's unspent funds from previous years so we can continue this important work in the 2016–17 and 2017–18 years.

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 *Asbestos Safety and Eradication Agency Act 2013* 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 years.

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 *Asbestos Safety and Eradication Agency Act 2013* (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 2015–16 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 *Asbestos Safety and Eradication Agency Act 2013*, 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 2014–2018* (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 think they may 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

Senator the Hon Eric Abetz launched the first ever endorsed national plan on asbestos safety and eradication following a meeting of state and territory ministers on 28 August 2015, saying:

“ We must be coordinated, measured and strategic in the way we contend with asbestos management.
That’s why I’m so pleased to see the culmination of the Government’s coordinated national approach to deliver on common goals to meet this insidious challenge.
This plan will result in coordinated effort across the country to reduce the deadly effects of asbestos on Australians, as well as help put Australia at the forefront of global efforts to deal with the deadly substance. ”

This is the first time a plan of its type has been endorsed by states, territories and the Australian Government and represents a significant path to achieving the Australian Government’s aim to eliminate asbestos-related disease in Australia.

In September 2015, following the launch, the agency commenced reporting on activities being undertaken across Australia to fulfil the deliverables and outcomes of the plan. This resulted in a list of over 90 activities identified, showing the wide variety of action being taken by all levels of government.

The draft list was reported to government in February 2016, and feedback was sought to ensure that all relevant activities were captured in a clear and consistent manner. In doing so, the agency identified that all outcomes were being worked towards, with significant weight of effort being directed to:

- Outcome 1.1: increased community awareness of the risks posed by asbestos and its impact on the health of the community
- Outcome 1.3: improved access to information for those who work and live with asbestos, including where to source information and advice
- Outcome 2.1: evidence-based best practice to minimize risks in targeted areas
- Outcome 3.5: improved practice in the residential sector to identify and minimize the risk of exposure, in particular for DIY home renovators
- Outcome 3.6: effective coordinated response when ACMs in imported materials are identified
- Outcome 4.1: priority actions identified support removal of ACMs in poor condition.

During 2015–16, the agency has reviewed the reporting arrangements for the National Strategic Plan and will work towards stronger reporting in 2016–17.

The first national progress report, reflecting the work undertaken in all jurisdictions in 2015–16 is due to be launched in November 2016.

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: 2015–16 at a glance

28 June 2016	Inaugural meeting of the Asbestos Waste Working Group held in Sydney
5 May 2016	17th meeting of the Asbestos Safety and Eradication Council held in Sydney
21 March 2016	5th meeting of the Building, Construction and Demolition Sectors Committee in Sydney
16 February 2016	16th meeting of the Asbestos Safety and Eradication Council held in Sydney
15 February 2016	Agency CEO appears before the Senate Inquiry into Non-Conforming Building Products in Melbourne
15 December 2015	3rd meeting of Research Advisory Committee in Sydney
27 November 2015	National Asbestos Awareness Day commemorated by asbestos-related disease support groups
24 November 2015	15th meeting of the Asbestos Safety and Eradication Council held in Brisbane
22–24 November 2015	2nd International Conference on Asbestos Awareness and Management held in Brisbane
20 October 2015	14th meeting of the Asbestos Safety and Eradication Council held in Sydney
11 September 2015	2nd meeting of Research Advisory Committee in Sydney
11 September 2015	Consumer alert issued by the Heads of Workplace Safety Authorities Working Group regarding asbestos in crayons imported into Australia
31 August 2015	4th meeting of the Building, Construction and Demolition Sectors Committee in Sydney
28 August 2015	Senator the Hon Eric Abetz launched the National Strategic Plan for Asbestos Management and Awareness 2014–18
25 August 2015	13th meeting of the Asbestos Safety and Eradication Council held in Sydney





THE ASBESTOS SAFETY AND ERADICATION COUNCIL

MESSAGE FROM THE CHAIR OF THE COUNCIL

It was my privilege to be the Chair of the Asbestos Safety and Eradication Council (the council) for 2015–16. Since being established on 1 July 2013, the council and the Asbestos Safety and Eradication Agency have achieved a great deal in encouraging a national focus on asbestos awareness across the entire Australian community.

The 2015–16 reporting period was a year of further consolidation and project management for the agency as we saw the completion of a number of research and study projects that will provide solid foundations for ongoing future work. The year did start with a level of uncertainty regarding the funding for the agency but we are grateful to the Australian Government for reallocating the agency's unspent funds from previous years so its important work can continue in the 2016–17 and 2017–18 years.

The members of the council were selected in accordance with the ASEA Act for their experience and expertise in asbestos safety, public health, corporate governance or community advocacy. Council met six times during the year and worked through many varied issues including ongoing development and implementation of the National Strategic Plan. I would again like to thank them for their commitment and work towards improving asbestos awareness and management.

Australia is widely recognised for its international leadership on asbestos management. It was therefore particularly appropriate that a variety of internationally renowned experts in public health and asbestos management shared their expertise at the agency's successful second International Conference on Asbestos Awareness and Management, held in Brisbane in November 2015.

While Australia is indeed recognised as a world leader in dealing with legacy issues relating to our use of asbestos, we cannot be complacent as tragically thousands more are predicted to contract and die from asbestos-related diseases in the decades ahead. We all must work together to implement practical and effective plans to build awareness of the dangers of asbestos and reduce the risks of exposure.

I again pay tribute to the CEO of the agency and his team for their hard work and achievements over the 2015–16 year and for the assistance they have provided to the council. The council is also most grateful for the Australian Government's ongoing support of it and the agency as independent bodies and looks forward to working constructively with all levels of government and stakeholders to further the critically important work of leading and implementing the National Strategic Plan in the years ahead.

Geoff Fary

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

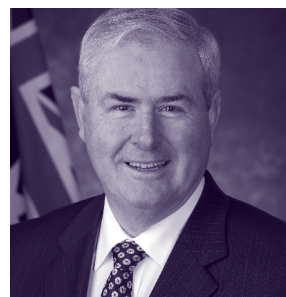
Chair

Mr Geoff Fary MAICD FAIM was Chair of the Australian Asbestos Management Review between 2010 and 2012. Prior to this he was Assistant Secretary of the Australian Council of Trade Unions for three years. Mr Fary has also held positions as Executive Director of the Association of Professional Engineers, Scientists and Managers, Australia (APESMA) and National Vice President of the Industrial Relations Society, Australia and a number of other senior corporate and government roles. His former board memberships and directorships include George Weston Foods Limited, Australian Employee Buyout Centre, APESMA Lawyers Pty Ltd, Victorian Government Purchasing Board, Safe Work Australia, Defence Reserves Support National Council, and Commissioner for the Australian Safety and Compensation Commission. He is a member of the Australian Institute of Company Directors and the current Chairman of the Australian Institute of Management (Vic/Tas).



Members

Dr Ian R Gardner is the Principal Medical Officer for the Department of Veterans' Affairs. Prior to this, Dr Gardner was the Senior Physician in Occupational and Environmental Medicine at the Department of Defence since 2010. Between 1998 and 2010 he was a Consultant Occupational Physician in private practice and prior to that held positions including Program Director, Health Safety and Environment Management at IBM Asia Pacific; Medical Officer for NSW, ICI Australia; Occupational Physician, Alcoa of Australia; and Medical Superintendent at Clermont District Hospital. Dr Gardner is Chairman of the Independent Health Review Panel of the New South Wales (NSW) Public Service Commission and a Councillor of the Specialist Medical Review Council. His former board memberships include the Workers Compensation and Occupational Health and Safety Council of NSW and HealthQuest, NSW. Dr Gardner holds a Bachelor of Medicine and Bachelor of Surgery from the University of Queensland and a Masters degree in Public Health from the University of Sydney, and is a Fellow of the Australasian Faculty of Occupational and Environmental Medicine of the Royal Australasian College of Physicians.



Mr Peter Dunphy has been Director of Operations, Work Health and Safety Division of WorkCover NSW since 2011. Prior to this, he held various senior management positions in WorkCover NSW (now WorkSafe NSW), including Director, Specialist Services Group; senior technical and policy roles; Acting Manager, Scientific Services Branch, Scientific Advisor; and Coordinator of the Asbestos Regulation Unit. His board memberships include Chair of the Heads of Asbestos Coordination Authorities Working Group, the Asbestos Education Committee and the Demolition and Asbestos Consultative Committee.



Mr Mark McCabe was Work Safety Commissioner and Senior Director of WorkSafe ACT until 15 April 2016. His previous positions have included Manager, Workplace Injury Performance, ACT Chief Minister's Department; Project Manager, ACT Safety First Project; and New South Wales State Manager; and then General Manager of Comcare. He was Chair of the Asbestos Regulators Forum and a member and former Chair of the ACT Work Safety Council. Mr McCabe is an Honorary Fellow of the Safety Institute of Australia.



Mr Lex McCulloch has been Commissioner and Executive Director, WorkSafe Western Australia (WA) since 2011. Prior to this he was Assistant Commissioner, Youth Justice Services, WA. His previous positions include Acting Deputy Commissioner, Offender Management and Professional Development, Department of Corrective Services, WA; Acting Director General, Department of Indigenous Affairs, WA; and Acting Chief Executive Officer, Pilbara Development Commission. He is a member of the Commission for Occupational Health and Safety.



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. He is also a medico-legal advisor and case manager, Medical Indemnity Protection Society and a workers' compensation medical advisor to a number of insurance companies. 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.



Mr Michael Borowick has been Assistant Secretary, Australian Council of Trade Unions since 2010. Prior to this, he has held various elected and other positions in the Australian Workers' Union and its predecessor organisations. Mr Borowick is a member of the Safety, Rehabilitation and Compensation Commission, the National Workplace Relations Consultative Council, Safe Work Australia, the Defence Industry Innovation Board, and the Defence Reserves Support Council.



Ms 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.



Mr Barry Robson has been President of the Asbestos Diseases Foundation of Australia since 2003 and was a delegate between 1995 and 2003. From 1995 to 2003 he was also Assistant Secretary, Maritime Union of Australia and prior to that a Councillor of Blacktown City Council, NSW. Mr Robson is currently President of the Blacktown and Mt Druitt Cardiac Support Group, Director of the Asbestos Diseases Research Foundation and a member of the National Asbestos Taskforce.



Ms Tanya Segelov of Segelov Lawyers is an expert in asbestos and legal issues. Since 1996, Ms Segelov has represented hundreds of asbestos claimants in courts throughout Australia including acting for the late Mr Bernie Banton in both his claims against James Hardie. She also acted pro bono for the unions and asbestos groups in the James Hardie Inquiry. Ms Segelov is a former member of the Asbestos Management Review Advisory Group.



Observer

Ms Carolyn Davis is Manager of Workplace Health, Safety and Compensation for the Australian Chamber of Commerce and Industry (ACCI). She has held senior roles in major Australian companies and in academia as well as running her own consultancy for many years in the area of industrial chemistry and occupational hygiene. Ms Davis' skills and experience also include occupational health and safety and worker's compensation policy, management in small and large businesses, mediation and alternative dispute resolution. Her professional memberships include the Royal Australian Chemical Institute (RACI), the Australian Institute of Occupational Hygienists (AIOH) and the Association of Dispute Resolvers (LEADR).



Table 2: Council meetings and attendance

	25/08/15	20/10/15	24/11/15 ⁿ	16/02/16	05/05/16
Geoff Fary	P	P	P	P	P
Ian Gardner	A	P	A	T	T
Peter Dunphy	P	A	A	P	P
Mark McCabe*	P	A	A	A	A
Lex McCulloch	P	P	P	P	P
Rob Walters	P	P	P	P	P
Michael Borowick	P	A	A	P	P
Tracey Browne	P	A	P	P	P
Barry Robson	P	P	P	P	P
Tanya Segelov	P	P	P	A	P
Carolyn Davis**	P	P	P	P	P

P – Present , A – Apologies, T – Telephone. *Resigned as ACT Work Safety Commissioner effective 15 April 2016. **Observer.

ⁿ Post 2015 conference meeting.

> 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, three committees were operating in 2015–16: the Building, Construction and Demolition Sectors Committee, the Research Advisory Committee and the Asbestos Waste Working Group.

Building, Construction and Demolition Services Committee

The Building, Construction and Demolition Services Committee (BCDS) meets at least three times per year to provide 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.

The BCDS committee membership comprises industry, employer and employee representatives from the building, construction and demolition sectors who are best placed to advise the agency on issues relating to the management of asbestos in the built environment including:

- liaised with Safe Work Australia on stockpiling of asbestos-containing materials
- reviewed the 10m² rule and assisted in the development of guidance for the community
- provided advice on issues related to asbestos-related training
- considered the issue of importation of asbestos-containing products and how to encourage greater awareness for workers.

The BCDS met twice during the 2015–16 year.

Research Advisory Committee

The research committee will also meet at least three times per year to discuss the advice it will provide to the agency on the design of a strategic research plan and assess proposals for research projects. The membership of this committee is also broad, including experts in public health, workplace health and safety, and research.

The research committee will advise the agency on the development of a strategic research plan and provide advice on the operation of the research strategy. Advice provided during 2015–16 included:

- endorsement of the agency's research framework
- guidance and advice on the prioritisation of future research projects
- advice on the establishment of a dedicated research portal on the agency website.

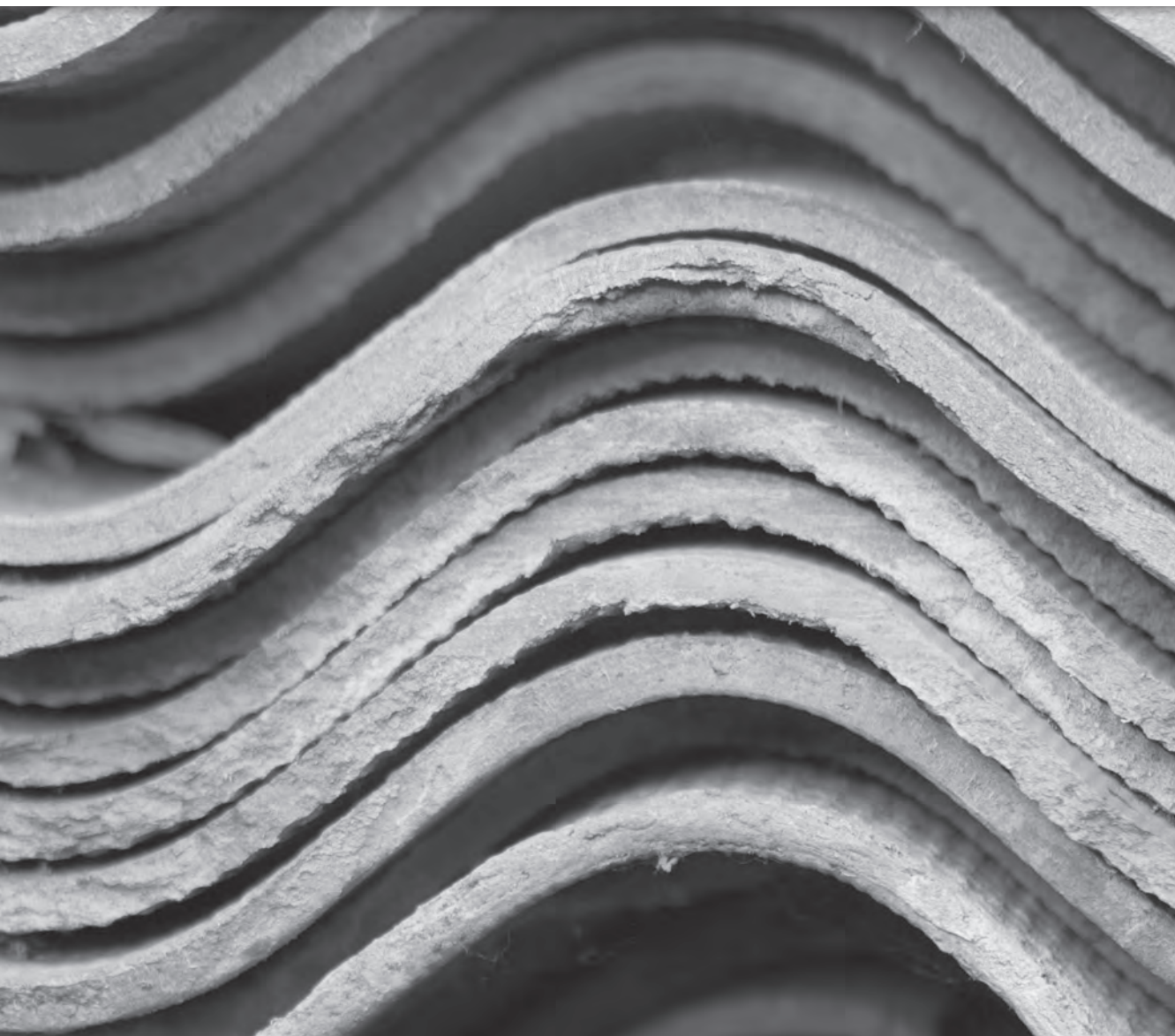
The research committee met three times during the 2015–16 year.

Asbestos Waste Working Group

The Asbestos Waste Working Group (AWWG) held its inaugural meeting on 28 June 2016 and will provide advice to the agency on matters that impact on the tracking and disposal of asbestos waste. This will include the impact of waste levies and disposal fees for asbestos waste, approaches to storage and stockpiling of asbestos waste, and locations of licensed waste facilities.

The membership of the 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 AWWG is the first time a national approach has been taken to examining issues around asbestos waste storage and disposal, supporting improved information sharing and consistency in asbestos waste management.

The AWWG met once in the 2015–16 year.





REPORT ON PERFORMANCE

> ANNUAL PERFORMANCE STATEMENT

Introductory statement

I, as the accountable authority of the Asbestos Safety and Eradication Agency, present the 2015–16 annual performance statement of the Asbestos Safety and Eradication Agency, as required under paragraph 39(1) (a) of the *Public Governance, Performance and Accountability Act 2013* (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 2015–16 Portfolio Budget Statement (page 71) ASEA Corporate Plan 2015–16 (page 4)		
	2015–16 targets	How was this measured?	Results against criterion
Results against performance	<ul style="list-style-type: none">> Increasing trend in asbestos awareness through national survey> Increase in utilisation of agency information and resources	Positive increase on previous year of more than 5 per cent	<ul style="list-style-type: none">> Increased in delegates to agency conference from 270 in 2014 to 360 in 2015> 2016 survey showed increases in some areas of survey but steady or reduction in other areas> Agency provided secretariat support for Asbestos Support Group Network and asbestos-related disease support groups> Presentations delivered and agency represented at external events and meetings across Australia> Continued development of agency website into ‘one-stop-shop’ online resource with new materials> Over 5,000 people reached in awareness courses delivered by ARD support groups across Australia.
Assessment: on track – measure to be refined			

Criterion two	Effectively coordinate national issues that relate to the plan and asbestos issues		
Source	National Strategic Plan for Asbestos Management and Awareness 2014–18 2015–16 Portfolio Budget Statement (page 71) ASEA Corporate Plan 2015–16 (page 4)		
	2015–16 targets	How was this measured?	Results against criterion
Results against performance	<ul style="list-style-type: none"> ➤ Survey of Asbestos Safety and Eradication Council, and committees agree the agency effectively engages with stakeholders ➤ Progress report on the National Strategic Plan demonstrates coordination of national initiatives 	More than 75 per cent of council members agree	<ul style="list-style-type: none"> ➤ Survey of council members showed 100% agreement that the agency effectively engaged with stakeholders during 2015–16 ➤ Successful coordination of Council business papers, minutes and action items over six meetings ➤ Delivered effective secretariat support for the Building, Construction and Demolition Committee meetings over two meetings ➤ Delivered effective secretariat support for Research Advisory Committee over two meetings ➤ Established of the Asbestos Waste Working Group which held its inaugural meeting in June 2016 ➤ Commissioned literature review to determine available services and service gaps for those affected by ARDs and their carers, family and friends.
Assessment: exceeded target (100% agreement)			

Criterion three	Identify targeted and practical initiatives to reduce the risks of asbestos-related disease in Australia		
Source	National Strategic Plan for Asbestos Management and Awareness 2014–18 2015–16 Portfolio Budget Statement (page 71) ASEA Corporate Plan 2015–16 (page 4)		
	2015–16 targets	How was this measured?	Results against criterion
Results against performance	<ul style="list-style-type: none"> ➤ Identified initiatives demonstrate a reduction in asbestos exposure risks 	Qualitative project evaluations	<ul style="list-style-type: none"> ➤ Commissioned research into attitudes of home buyers towards residential asbestos assessments ➤ Commissioned research into future projections of the burden of mesothelioma in Australia – launched at 2015 agency conference ➤ Designed survey of households undertaking DIY activities on attitudes and behaviours towards addressing risks of asbestos ➤ Commissioned research to measure asbestos fibre release during removal works in a variety of DIY scenarios ➤ Undertook consultations on the management of asbestos waste in remote Indigenous communities in Australia ➤ Mapped legacy asbestos waste in Northern Territory and supported implementation of management practices in Central Australia ➤ Investigated current practices in the use of asbestos registers to ensure they are maintained and used effectively.
Assessment: on track			

Analysis of performance against purpose

The agency was able to substantially contribute towards its purpose set out in the 2015–16 Portfolio Budget Statement and corporate plan to prevent exposure to asbestos fibres in order to eliminate asbestos-related disease in Australia, particularly through the delivery of the National Strategic Plan. The purpose set out in the PBS and corporate plan also has a long-term impact in preventing future exposures to asbestos-related diseases, which will be monitored over time through research and statistical analysis.

When initiating the 2016 national survey, increase in awareness levels across the Australian community was anticipated; however, the results provided the agency with valuable statistical information to assist with planning for the 2016–17 year. The survey was set up to be as close to, if not the same as, the baseline awareness survey run by the agency in 2014 to ensure a longer term quantitative analysis is gathered every two years to inform the agency on planning for future projects in delivering the National Strategic Plan.

While there were increases in awareness levels and improvement in attitudes in certain areas in the 2016 survey, the flatline or negative results in other areas were attributed to the changing demographic, particularly an increase in younger people undertaking do-it-yourself home renovation projects on older properties while not believing that they know enough about the risks of asbestos before they start. This provides the agency with guidance to better target its limited awareness campaign resources and to ensure maximum impact.

> SECOND INTERNATIONAL CONFERENCE ON ASBESTOS AWARENESS AND MANAGEMENT

The second International Conference on Asbestos Awareness and Management was held on 22–24 November 2015 at the Brisbane Convention and Exhibition Centre during National Asbestos Awareness Week.

Building on the inaugural conference in 2014, the 2015 conference 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, the Netherlands, Vietnam, Laos and Sri Lanka 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 agency is currently organising the third International Conference on Asbestos Awareness and Management, which will take place in Adelaide in November 2016 in the lead-up to the National Asbestos Awareness Week commencing 21 November 2016.



➤ 2016 NATIONAL BENCHMARK SURVEY OF AWARENESS OF AND ATTITUDES TO ASBESTOS

The 2016 national benchmark survey of awareness of and attitudes to asbestos has found that an increasing number of DIY home renovators do not feel they are informed enough about asbestos, despite the number of home renovations requiring asbestos removal rising in the last two years.

The agency conducted this survey as a follow-up to the 2014 baseline national survey, the first of its kind in Australia, to determine whether community awareness of and attitudes to asbestos have changed over time and what work the agency needs to do to improve awareness levels and achieve behaviour change.

The 2016 survey also found almost a quarter of all home renovations in the last two years required asbestos removal, yet half of home renovators did not obtain an asbestos assessment from a qualified professional.

Of concern to the agency, 74 per cent of those surveyed have undertaken some home renovations themselves, some also using professional tradespeople, yet DIY home renovators had the largest declines in awareness and in desirable attitudes about asbestos.

Recognition of the danger of asbestos is high among the general population, and more people feel strongly that knowledge about asbestos is important; however, fewer home renovators feel sufficiently informed and knowledgeable about it today than two years ago.

Also of concern is that a significant proportion of home renovators are reluctant to pay for professional services like obtaining a proper asbestos assessment and the safe removal of asbestos. DIY home renovators are the most at-risk group of Australians for exposure to asbestos, after tradespeople, so a decline in their awareness is a major concern.

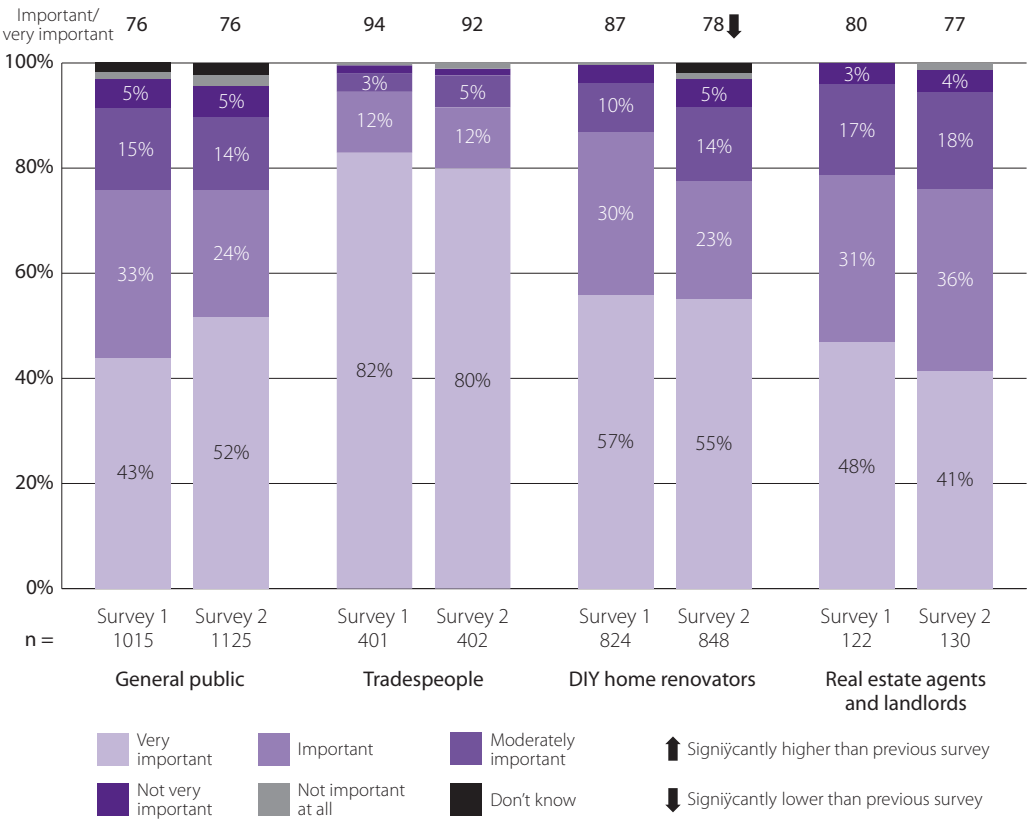
The results of the 2016 survey show there is an urgent need for more education among young home renovators about how to identify and safely remove and dispose of asbestos in order to prevent careless exposure to asbestos.

Key findings:

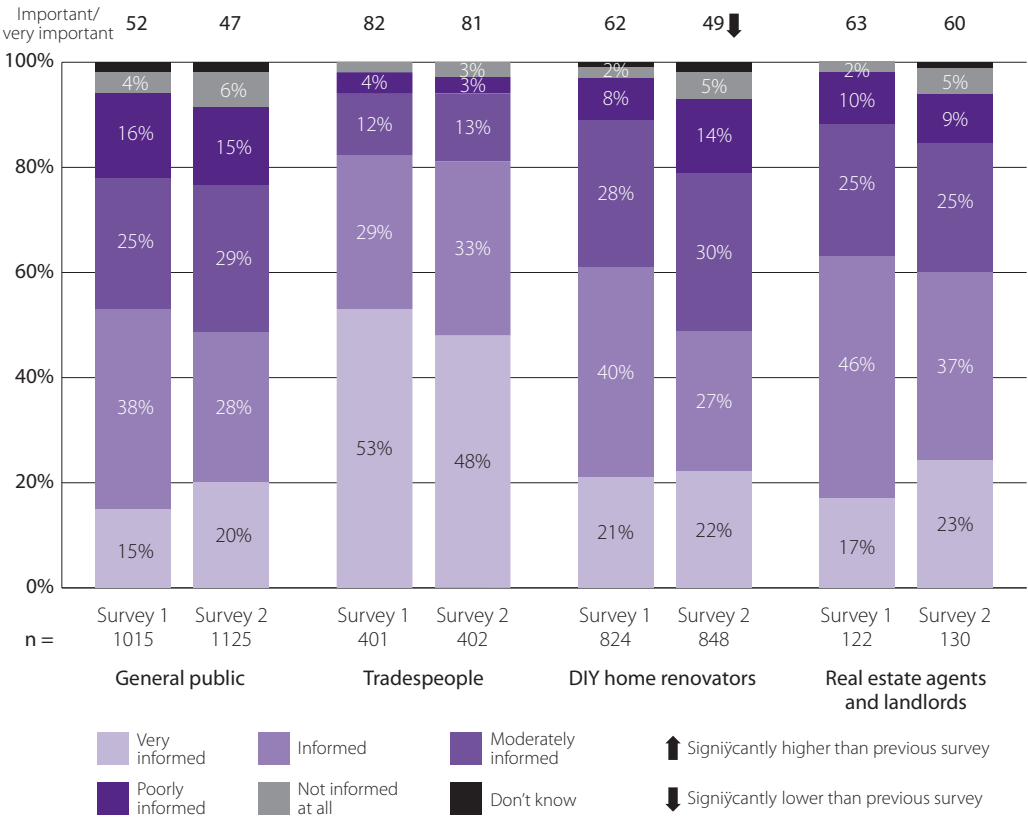
- 76% of Australians felt it was important to be knowledgeable about asbestos (no change)
- 52% strongly agreed it was important to be knowledgeable (up from 43%)
- 49% said they felt knowledgeable about asbestos (down from 53%)
- 53% of DIYers said they felt knowledgeable (down from 67%)
- 78% of DIYers felt that knowledge of asbestos was important (down from 87%)
- 84% of those aged over 50 felt knowledge was important compared to 70% of those under 50
- 62% of those aged over 50 felt knowledgeable compared to 40% of those under 50
- 39% of people who speak another language said they were knowledgeable of the dangers of asbestos compared to 53% who only speak English

- 36% who speak another language said they felt informed about the dangers compared to 50% who only speak English
- 74% of DIYers undertake some renovations themselves, either with or without assistance from professional tradespeople (down from 81%)
- 47% of DIYers do not conduct a risk assessment for asbestos before renovating (up from 44%)
- 32% of DIYers undertake the removal of the asbestos themselves (down from 36%)
- 40% of estate agents/landlords believed that understanding asbestos is important. (down from 50%)
- 43% of landlords do not see it as their responsibility to find asbestos in their property.

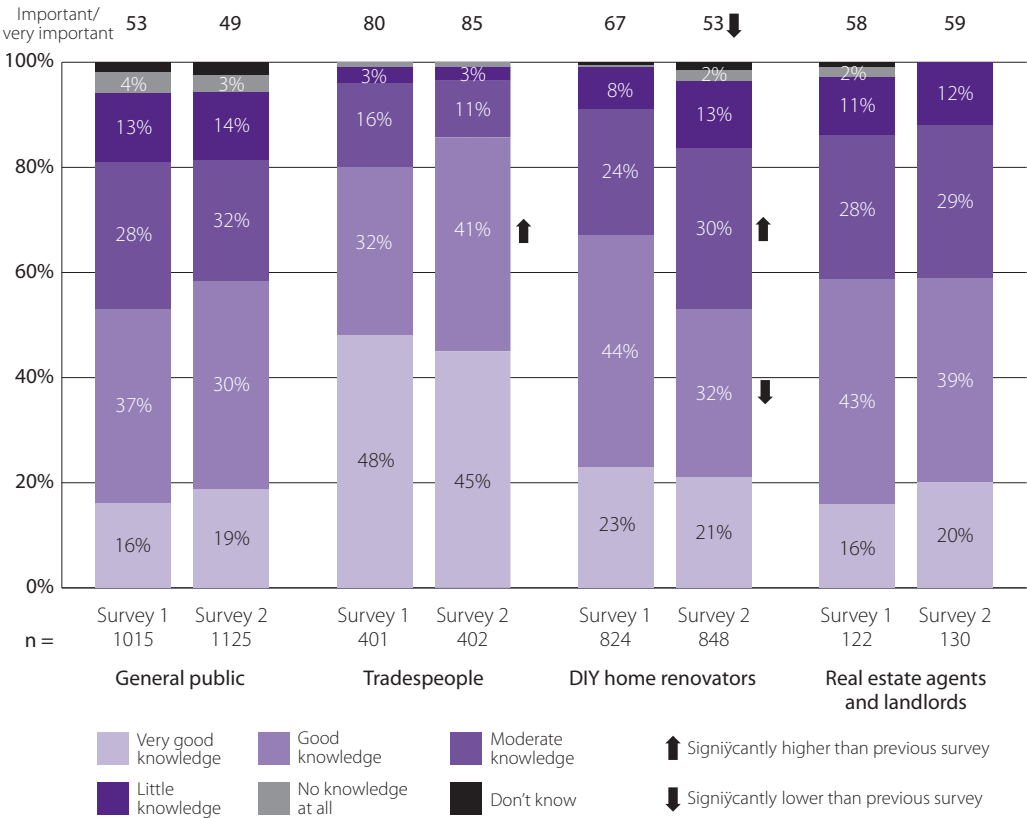
Graph 1: Importance of being knowledgeable about asbestos and its dangers



Graph 2: Perception of being informed about asbestos and its dangers



Graph 3: Perceived level of knowledge associated with asbestos and its dangers



TRENDS IN ASBESTOS AWARENESS AND MANAGEMENT

The 2015–16 year was the third 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 but 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 will be published in September 2016 and presented to the agency's 3rd International Conference on Asbestos Awareness and Management in Adelaide in November 2016.

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 4085 from June 2013 to 30 June 2016. The agency believes the annual increases are a result of better awareness of the register in the Australian community.

The reporting gap between male and female registrations has decreased markedly (at 69% to 31% respectively) compared to the previous financial year. This is reflected by a large number of registrations reporting school-based exposures, which are predominantly reported by females.

The occupational to non-occupational ratio has narrowed at 64% to 36% respectively, compared with approximately 75% to 25% in the previous financial year. This reflects a high incidence of reporting of potential exposure to loose-fill asbestos in the residential setting.

> 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 between 1 July 2015 and 30 June 2016.

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 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 may 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 there have been 4085 registrations. There were 65 registrations in June 2013, 1062 registrations in the 2013–2014 financial year, 1400 in the 2014–2015 financial year and 1560 in this current 2015–16 year.

Table 3: Registrations by location of registrant in 2015–2016

LOCATION								Total
ACT	NSW	NT	QLD	SA	TAS	VIC	WA	
149	534	26	177	108	44	212	310	1560
9.55%	34.23%	1.67%	11.35%	6.92%	2.82%	13.59%	19.87%	

Exposure type and gender

The ratio of occupational exposure to non-occupational exposure was approximately 64% to 36% for the 2015–2016 financial year. This contrasts with previous years when the ratio has been in the order of 75% occupational to 25% non-occupational. This suggests that there may be a growing awareness in the community that the risks of exposure are due to a variety of factors and not just related to a person’s occupation.

The ratio of male to female exposure was approximately 69% to 31% for the financial year. This is an increase of approximately 6 percentage points in female representation as compared to the previous financial year.

Non-occupational exposure for men is approximately 23% compared to approximately 77% for occupational exposure. Occupational exposure is slightly higher than for the same period last financial year, when the ratio was approximately 25% to 75%. Non-occupational to occupational exposure for women was 64% to 36% in the 2015–2016 financial year compared to 76% to 24% in the previous financial year.

Almost 18% of male respondents were in electrical trades and just over 13% were in building and construction. A further 7.5% were in the mining sector. Of the 45% of male respondents who answered ‘other’ to their occupational activity, a significant proportion were in building and construction or trades related activities.

Almost 81% of female respondents answered ‘other’ to their occupational activity; however, most of these did not appear to be in occupations which have no direct relationship to working with asbestos, as many were in education or administrative positions.

Figure 2 : Exposure type by gender (female)

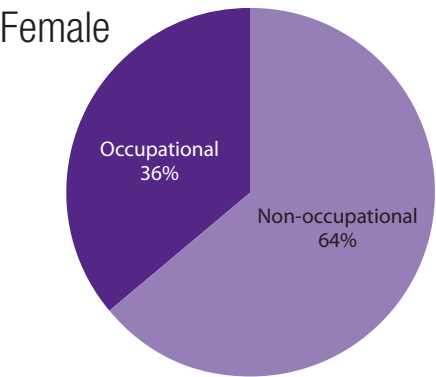
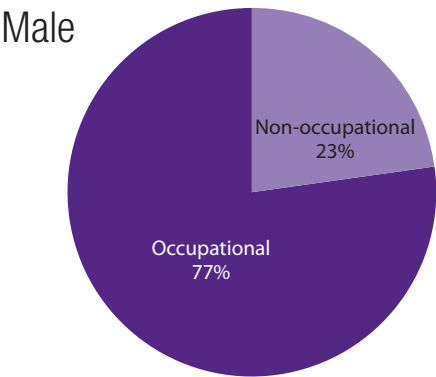


Figure 3 : Exposure type by gender (male)



Age at exposure and frequency

Just over 70% of reported first exposures occurred before the age of 40 with just under 22% occurring before the age of 20. Of these, approximately 50% were occupational exposures. Occupational exposures for the other age groups are significantly higher.

As in the previous financial year, the most commonly reported frequency of exposure was five years or more at approximately 33%. This was followed by approximately 28% for exposures of 0–6 months.

Just over one third of respondents reporting frequency of exposure of more than five years and more than two years to five years reported first exposure at less than 20 years of age (just under 22% of respondents). This figure declines progressively for the other age groups, where frequency of exposure is greater for the periods up to two years.

Table 4: Exposure by age range at first exposure

AGE	EXPOSURE TYPE	
	NON-OCCUPATIONAL	OCCUPATIONAL
<20	49.85%	50.15%
20–29	26.17%	73.83%
30–39	37.33%	62.67%
40–49	36.08%	63.92%
50–59	26.77%	73.23%
60+	32.00%	68.00%
TOTAL	35.77%	64.23%

Table 5: Frequency of exposure by type of exposure

FREQUENCY	EXPOSURE TYPE	
	NON-OCCUPATIONAL	OCCUPATIONAL
>5 years	47.60%	52.40%
>2 years to 5 years	39.89%	60.11%
>6 months to 2 years	35.11%	64.89%
0–6 months	23.58%	76.42%
Once only	29.28%	70.72%
TOTAL	35.77%	64.23%

Trends

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 media reports on asbestos issues and large numbers of employer or union initiated registrations.

At 69% to 31% for male to female registrations respectively, the reporting gap has decreased compared to the previous financial year. This is reflected by a large number of registrations reporting school-based exposures, which are predominantly reported by females.

The occupational to non-occupational ratio has narrowed at 64% to 36% respectively; compared with approximately 75% to 25% in the previous financial year. This reflects a high incidence of reporting of potential exposure to loose-fill asbestos in the residential setting.

The NAER into the future

Media focus on asbestos issues appears to impact reporting patterns on the NAER. Issues include 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 running at 130 per month in the 2015–2016 financial year, some trends are now beginning to emerge. 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.





➤ ADDITIONAL WORK OR MINISTERIAL DIRECTIONS

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 2015–16 year.



A close-up photograph of corrugated cardboard, showing the characteristic wavy ridges. The image is partially covered by a solid purple shape in the bottom right corner, which serves as a background for the section header.

> ASBESTOS IN THE NEWS

Section 5: Asbestos in the news

Asbestos will always be an emotive issue that will generate attention in the community. The impact asbestos can have on a person's health and that of their family and friends, and the prevalence of asbestos-containing materials in the domestic built environment, will see this problem highlighted in the media and in the community for many years to come.

Importation of asbestos-containing materials into Australia

The 2015–16 year saw some significant detection events of asbestos-containing materials that had been imported into Australia in contravention of customs legislation and regulations, causing concern to the agency, the states and territories and Commonwealth agencies.

In September 2015, the Heads of Workplace Safety Authorities (HWSA) Imported Materials with Asbestos 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 cement fibre sheeting and prefabricated expanded polystyrene (EPS) panels that were sold and used in construction before being detected and removed from the market.

These instances highlighted the ease with which asbestos materials can be inadvertently imported into Australia, often with certifications of being asbestos-free, and the need for vigilance in what is imported into Australia. The agency highlighted this in submissions and evidence to the Senate Inquiry into Non-Conforming Building Products that was being conducted during the 2015–16.

The agency has been working with stakeholders, notably customs brokers and 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 organisations that want to import asbestos-containing samples or goods into Australia.

Asbestos in the community – natural disasters and infrastructure

The Australian community experienced a number of natural disasters in the 2015–16 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 December 2015, a mini cyclone storm hit suburbs in the Sutherland Shire of Sydney causing significant damage to a relatively small part of the area but damage to houses that were built between the 1950s and the 1970s and therefore were clad in or contained asbestos materials. Emergency procedures were immediately put into force preventing owners and residents from returning to their properties, immediately treating the asbestos-containing materials to prevent further release of fibres and decontaminating the area to reduce the potential for exposure to the community.

Ageing infrastructure was also of concern to the community following the media interest over the renewal of asbestos-containing water pipes that have been supplying water to many communities for decades. The risk of contracting an asbestos-related disease from ingesting asbestos is considered low; however, the bigger risk remains from the degrading pipes being excavated from the ground and disposed of at another site.

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.

In May 2016, a person was prosecuted by the Victorian Environmental Protection Authority for illegally dumping building waste, including asbestos, and issued a \$5000 fine and \$95000 remediation costs.

In March 2016, the South Australian Environment, Resources and Development Court issued a \$7200 fine and \$13000 clean-up bill to an Adelaide man for illegally dumping tonnes of asbestos-contaminated waste along a popular walking trail in the Adelaide Hills.

In February 2016, asbestos-laden construction waste was dumped on a suburban street in Sydney in the early hours of the morning leaving a trail of debris for approximately 50 metres, requiring attendance by the Fire and Rescue NSW Hazmat crews to prevent fibres from dispersing. The local council continues to investigate this offence.

These are just some examples of illegal dumping of asbestos-containing materials that were reported in the media in the 2015–16 year. 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 issue of degrading asbestos-containing materials in remote Indigenous communities was highlighted with the final settlement of the Kenbi land claim in the Northern Territory in June 2016.

The original claim by the Kenbi people, which included the Cox Peninsula, west of Darwin, was originally submitted in 1978 but was only finalised in 2016 as a result of remediation of the land, including asbestos dumped on the land over many years.

The Prime Minister of Australia attended the handing back ceremony on 21 June 2016.

Asbestos in public buildings

The management of asbestos in public buildings has emerged over the years as a significant issue of concern for state and territory governments, particularly asbestos-materials found in school grounds and other government infrastructure.

During the 2014–15 year, the Victorian Government committed \$100 million towards making all state-owned schools asbestos-free by 2020. These funds are to be spent on replacing 250 portable classrooms containing asbestos and conducting a comprehensive audit of the 1200 state school facilities to determine the extent of the problem and budget required for full removal.

In the 2015–16 year, they announced the establishment of the Victorian Asbestos Eradication Agency to expand the program to all public buildings in the state.

DANGER

ASBESTOS
CANCER AND LUNG
DISEASE HAZARD

AUTHORIZED
PERSONNEL ONLY

RESPIRATORS AND
PROTECTIVE CLOTHING
ARE REQUIRED
IN THIS AREA



MANAGEMENT AND ACCOUNTABILITY

> CORPORATE GOVERNANCE

The agency's governance framework has its foundation in the *Asbestos Safety and Eradication Agency Act 2013* (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 *Public Governance, Performance and Accountability Act 2013* (PGPA Act), which was the relevant legislation during the 2015–16 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 five meetings in the 2015–16 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 2015–16 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 2016, 13 people worked with the agency at various grade levels, covering full-time ongoing, non-ongoing and temporary employment arrangements based in Sydney, NSW. 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 2016–17 year and beyond if recruitment is required.

Table 6: Breakdown of staff during the 2015–16 year.

Class	Female	Male	Permanent/ Full time	Non- ongoing APS	Temp/ Contract	Total
CEO		1	1			1
EL2		2	2			2
EL1	1	3	4			4
APS6						
APS5	6			3	3	6
APS4						
Total	7	6	7	3	3	13

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 programmes 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 *Public Service Act 1999* (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 who 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 in during the 2016–17 year.

Performance pay

The 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 in February 2015, assuming the responsibilities of that position as set out in the *Work Health and Safety Act 2011* (WHS Act) thereafter. The Health and Safety Representative has also successfully completed the annual refresher course as required by the 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 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.

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 programmes 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 2015–16 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 2015–16 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 2015–16 can be found in section 7 (Financial Statements).

Purchasing

In 2015–16, 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 (CPRs) 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 2015–16 year, 11 consultancy contracts were entered into. In addition, eight ongoing consultancy contracts were active during 2015–16 year. The total actual expenditure related to these consultancy contracts was \$577,905 (GST exclusive).

Information on the value of contracts and consultancies is available on the AusTender website at **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 2015 to 30 June 2016 is now available at 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 2015–16 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 \$12,400 (GST inclusive) to advertising agencies, market research organisations, polling organisations, media advertising organisations, public relations organisations and direct mail organisations.

The total payment by the agency for market research during the 2015–16 reporting year was \$75,000 (GST inclusive) paid to Ernst and Young Pty Ltd to conduct a national benchmark survey of awareness levels and attitudes towards asbestos, which was delivered to the agency in June 2016. The agency also used this survey to compare its results to those of the 2014 baseline survey to determine shifts in awareness levels and attitudes to asbestos in the community.

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).

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).

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).

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 asbestosafety.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.

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.





FINANCIAL STATEMENTS

OVERVIEW OF FINANCIAL PERFORMANCE

The agency had an overspend of \$71,932 at the end of the 2015–16 financial year which is 2 per cent of total appropriation (\$3,263,882) for the reporting year.



INDEPENDENT AUDITOR'S REPORT

To the Minister for Employment

I have audited the accompanying annual financial statements of the Asbestos Safety and Eradication Agency for the year ended 30 June 2016, which comprise:

- Statement by the Chief Executive Officer and Chief Financial Officer;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Cash Flow Statement; and
- Notes to and forming part of the financial statements.

Opinion

In my opinion, the financial statements of the Asbestos Safety and Eradication Agency:

- (a) comply with Australian Accounting Standards 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 2016 and its financial performance and cash flows for the year then ended.

Accountable Authority's Responsibility for the Financial Statements

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 and the rules made under that Act and is also responsible for such internal control as the Accountable Authority 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.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I have conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. These auditing standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the

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financial statements 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. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Accountable Authority of the entity, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Australian National Audit Office

A handwritten signature in black ink, appearing to read 'John Jones', with a stylized, flowing script.

John Jones

Executive Director

Delegate of the Auditor-General

Canberra

30 September 2016

Asbestos Safety and Eradication Agency

STATEMENT BY THE CHIEF EXECUTIVE OFFICER AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2016 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 Eradicaiton Agency will be able to pay its debts as and when they fall due.



Signed.....

Peter Tighe
Chief Executive Officer

30 September 2016



Signed.....

Shane McArdle
Acting Chief Financial Officer

30 September 2016

> FINANCIAL STATEMENTS

Asbestos Safety and Eradication Agency STATEMENT OF COMPREHENSIVE INCOME for the period ended 30 June 2016

	Notes	2016 \$	2015 \$	Original Budget \$
NET COST OF SERVICES				
Expenses				
Employee benefits	3A	1,482,276	882,539	1,250,000
Suppliers	3B	2,140,114	3,536,032	2,014,000
Grants	3C	25,000	623,238	-
Depreciation	3D	1,352	-	-
Total expenses		3,648,742	5,041,810	3,264,000
OWN-SOURCE INCOME				
Own-source revenue				
Rendering of services	4A	239,928	186,099	-
Other revenue	4B	73,000	74,423	-
Total own-source revenue		312,928	260,522	-
Net cost of services		3,335,814	4,781,288	3,264,000
Revenue from Government	4C	3,263,882	4,914,000	3,264,000
Surplus attributable to the Australian Government		(71,932)	132,712	-
Total comprehensive income (loss)		(71,932)	132,712	-

Budget variances

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. Employee benefits - the variance from budget in Employee benefits reflects a near full compliment of ASL of 11.0 for the year.
2. Suppliers - increased over budget in line with the increased level of activity.
3. Rendering of services - the variance from budget is mainly due to the annual conference being budgeted for in a net fashion to expense.
4. Other revenue - auditors remuneration not included in budget.

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

Asbestos Safety and Eradication Agency
STATEMENT OF FINANCIAL POSITION
as at 30 June 2016

	Notes	2016 \$	2015 \$	Original Budget \$
ASSETS				
Financial assets				
Cash and cash equivalents	5A	127,726	59,251	846,000
Trade and other receivables	5B	4,354,874	5,697,572	5,112,000
Total financial assets		4,482,600	5,756,823	5,958,000
Non-financial assets				
Property, plant and equipment	7A	72,993	-	-
Other non-financial assets - prepayments		64,574	-	-
Total non-financial assets		137,567	-	-
Total assets		4,620,168	5,756,823	5,958,000
LIABILITIES				
Payables				
Suppliers	8A	588,029	1,663,743	2,198,000
Other payables	8B	16,790	38,775	-
Total payables		604,819	1,702,518	2,198,000
Provisions				
Employee provisions	9	342,012	309,037	71,000
Total provisions		342,012	309,037	71,000
Total liabilities		946,831	2,011,555	2,269,000
Net assets		3,673,336	3,745,268	3,689,000
EQUITY				
Parent entity interest				
Contributed equity		183,000	183,000	183,000
Retained surplus		3,490,336	3,562,268	3,506,000
Total equity		3,673,336	3,745,268	3,689,000

Budget variances

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. Cash and cash equivalents, Trade and other receivables and Suppliers - the budget reflects the actual closing positions at 30 June 2014. They have been adjusted down in subsequent budgets.
2. Property, plant and equipment - leasehold improvement due to unanticipated fitout associated with move to new premises.
3. Other non-financial assets - prepayments made to suppliers were not considered in compiling the budget.
4. Employee provisions - employees prior service recognised this year.

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

Asbestos Safety and Eradication Agency
STATEMENT OF CHANGES IN EQUITY
for the period ended 30 June 2016

	2016 \$	2015 \$	Original Budget \$
CONTRIBUTED EQUITY			
Opening balance	183,000	183,000	183,000
Departmental capital budget	-	-	-
Total transactions with owners	183,000	183,000	183,000
RETAINED EARNINGS			
Opening balance	3,562,268	3,429,556	3,506,000
Comprehensive income			
Surplus (Deficit) for the period	(71,932)	132,712	-
Total comprehensive income	3,490,336	3,562,268	3,506,000
Closing balance as at 30 June	3,673,336	3,745,268	3,689,000

Budget variances

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. Surplus (Deficit) for the period - most of the deficit can be attributed to accounting entries associated with employee leave liabilities, minimum lease payments and depreciation not included in the budget.

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

Asbestos Safety and Eradication Agency
CASH FLOW STATEMENT
for the period ended 30 June 2016

	Notes	2016 \$	2015 \$	Original Budget \$
OPERATING ACTIVITIES				
Cash received				
Appropriations		4,340,289	4,632,940	3,241,000
Sales of goods and rendering of services		259,830	186,099	-
Other revenue		179,450	4,423	-
Net GST receivable		191,955	225,474	-
Total cash received		4,971,525	5,048,936	3,241,000
Cash used				
Employees		1,476,737	830,674	1,227,000
Suppliers		3,408,967	4,381,651	2,014,000
Grants		25,000	623,238	-
Total cash used		4,910,705	5,835,563	3,241,000
Net cash from (used by) operating activities	10	60,820	(786,627)	-
INVESTING ACTIVITIES				
Cash used				
Purchase of property, plant and equipment		74,345	-	-
Total cash used		74,345	-	-
Net cash (used) by investing activities		(74,345)	-	-
FINANCING ACTIVITIES				
Cash received				
Departmental Capital Budget		82,000	-	-
Total cash received		82,000	-	-
Net cash from financing activities		82,000	-	-
Net increase in cash held		68,475	(786,627)	-
Cash and cash equivalents at the beginning of the reporting period		59,251	845,878	846,000
Cash and cash equivalents at the end of the reporting period	5A	127,726	59,251	846,000

Budget variances

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. The budgetted Cash Flow Statement was based on Revenue from Government of \$3,264,000. The actual position reflects the increased activity as mentioned in the Statement of Comprehensive Income Budget variances.

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

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note

- 1: Summary of Significant Accounting Policies
- 2: Events After the Reporting Period
- 3: Expenses
- 4: Own-Source Income
- 5: Financial Assets
- 6: Fair Value Measurement
- 7: Non-Financial Assets
- 8: Payables
- 9: Provisions
- 10: Cash Flow Reconciliation
- 11: Senior Executive Remuneration
- 12: Financial Instruments
- 13: Financial Assets Reconciliation
- 14: Appropriations

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 1: Overview

1.1 Objectives of the Asbestos Safety and Eradication Agency

The Asbestos Safety and Eradication Agency (the Agency) operate under the Australian Government's accountability and governance frameworks. It is a not-for-profit entity.

The agency has been established to provide a national focus on asbestos issues which go beyond workplace safety to encompass environmental and public health issues.

The agency is structured to meet the following outcome:

Outcome 1: 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 Agency 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 agency in its present form and with its present programs is dependent on Government policy and on continuing funding by Parliament for the agency's administration and programs.

The Agency's activities contributing toward this outcome are classified as departmental. Departmental activities involve the use of assets, liabilities, income and expenses controlled or incurred by the agency in its own right.

1.2 Basis of Preparation of the Financial Statements

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

The financial statements have been prepared in accordance with:

- a) *Public Governance, Performance and Accountability (Financial Reporting) 2015* (FRR) for reporting periods ending on or after 1 July 2015; and
- b) Australian Accounting Standards and Interpretations 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 are 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 in whole dollars unless otherwise specified.

1.3 Significant Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, the agency has not identified accounting assumptions or estimates that have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next reporting period.

1.4 New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

The Agency has elected to apply AASB 2015-7 Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities from 1 July 2014, even though the Standard is not required to be applied until annual reporting periods beginning on or after 1 July 2016. AASB 2015-7 provides relief from disclosing quantitative information about significant unobservable inputs used in fair value, where property, plant and equipment is held for its current service potential rather than to generate future net cash inflows.

Future Australian Accounting Standard Requirements

The Agency will apply AASB 16 Leases from 2019-20. The standard will require the net present value of payments under most operating leases to be recognised as assets and liabilities. An initial assessment indicates that the implementation of the standard may have a substantial impact on the financial statements, however, the Agency is yet to undertake a detailed review.

The Agency will apply AASB 15 Revenue from Contracts with Customers from 2018-19. The standard requires revenue from such contracts to be recognised as the entity transfers goods and services to the customer. A detailed assessment is yet to be undertaken, however, based on a preliminary assessment, the standard is not expected to have a material impact on the transactions and balances recognised in the financial statements.

AASB 9 Financial Instruments will apply from 2018-19. Financial assets and liabilities are currently carried at the present value of expected future cash flows based upon the incurred loss model. There is minimal exposure to credit risk and an initial assessment indicates that the effect of the standard and move to the expected loss model will not have a material impact on the financial statements.

1.5 Contingent Liabilities and Contingent Assets

The Agency does not have any contingent liabilities or contingent assets as at 30 June 2016. Therefore, no schedule or note is required in the financial statements.

1.6 Taxation

The agency 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 mount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

1.7 Comparative changes

Where required by accounting standards comparative figure have been adjusted to conform with changes to presentation for the current financial year. Expenses disclosed in note 3 where reviewed and reclassified where appropriate to better represent the nature of the expenditure.

Note 2: Events After the Reporting Period

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

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 3: Expenses

	2016	2015
	\$	\$
Note 3A: Employee Benefits		
Wages and salaries	1,150,536	652,840
Superannuation:		
Defined contribution plans	132,016	66,119
Defined benefit plans	64,354	41,758
Leave and other entitlements	116,639	96,523
Other employee expenses	18,732	25,299
Total employee benefits	1,482,276	882,539

Refer to Note 9A for accounting policies related to Employee Benefits

Note 3B: Suppliers

Goods and services

Contractors ¹	151,214	697,852
Consultants	577,905	1,161,114
Conferences	285,963	197,193
Travel	186,503	87,969
Committee	17,918	50,094
Motor vehicle	-	17,358
Marketing	138,773	139,323
External audit fee ANAO	73,000	70,000
Shared Services Centre charges ²	461,152	688,413
Other	95,541	412,222
Total goods and services	1,987,969	3,521,539

Goods and services are made up of:

Provision of goods	64,889	46,289
Rendering of services	1,923,080	3,475,250
Total goods and services	1,987,969	3,521,539

Other suppliers

Minimum operating lease payments	135,715	-
Workers compensation expenses	16,430	14,494
Total other supplier expenses	152,146	14,494

Total suppliers

2,140,114	3,536,032
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Leasing commitments

Lease payments are subject to an increase of 3.75% per annum as per the lease agreement which is for a 5 year term with no option to extend and will expire in December 2020.

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

Commitments for minimum lease payments in relation to non-cancellable

Within 1 year	244,650	-
Between 1 to 5 years	931,690	-
Total operating lease commitments	1,176,341	-

Note 3C: Grants

Private and public sector

Non-profit organisations	25,000	623,238
Total grants	25,000	623,238

Note 3D: Depreciation

Leasehold improvements	1,352	-
Total depreciation	1,352	-

¹In 2015, contractors included staff on secondment from the Department of Employment.

²The Department of Employment and the Department of Education and Training jointly operate a shared services centre which provides some corporate services to ASEA.

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 4: Income

Note 4A: Rendering of Services

Revenue from 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 transaction 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.

Note 4B: Other revenue

Resources received free of charge	73,000	70,000
Other revenue	-	4,423
Total other revenue	73,000	74,423

Resources Received Free of Charge

Resources received free of charge are recorded as either revenue or gains depending on their nature. 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.

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.

Note 4C: Revenue from Government

Amounts appropriated for departmental outputs for the year (adjusted to reflect formal additions, reductions and restructures) are recognised as revenue from government when the Agency gains control of the appropriation.

Appropriations receivable are recognised at their nominal amounts (note 5B refers).

Amounts appropriated which are designated as equity injections (less any formal reductions) and the departmental capital budget are recognised directly in contributed equity in that year (statement of changes in equity refers).

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 5: Financial Assets

	2016	2015
	\$	\$
<u>Note 5A: Cash and Cash Equivalents</u>		
Cash on hand or on deposit	127,726	59,251
<u>Total cash and cash equivalents</u>	<u>127,726</u>	<u>59,251</u>

Cash is recognised at its nominal amount and is held with the Reserve Bank of Australia in a current account.

Note 5B: Trade and Other Receivables

Good and Services:

Goods and services	112,466	270,443
<u>Total receivables for goods and services</u>	<u>112,466</u>	<u>270,443</u>

Appropriations receivable:

For existing programmes	4,190,707	5,349,114
<u>Total appropriations receivable</u>	<u>4,190,707</u>	<u>5,349,114</u>

Other receivables:

GST receivable from the Australian Taxation Office	47,264	74,911
FBT receivable from the Australian Taxation Office	4,437	3,104
<u>Total other receivables</u>	<u>51,701</u>	<u>78,015</u>

<u>Total trade and other receivables (net)</u>	<u>4,354,874</u>	<u>5,697,572</u>
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Receivables are expected to be recovered within 12 months and are not overdue. Credit terms are net 30 days (2015: 30 days).

Receivables are measured at amortised cost using the effective interest method less impairment.

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

Appropriations receivable are undrawn appropriations controlled by the Agency but held in the Official Public Account under the Government's just in time drawdown arrangements.

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the period ended 30 June 2016

Note 6: Fair Value Measurement

The following tables provide an analysis of assets and liabilities that are measured at fair value. The different levels of the fair value hierarchy are defined below. The Agency deems transfers between levels of the fair value hierarchy to have occurred at the end of the reporting period.

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Unobservable inputs for the asset or liability.

Note 6: Fair Value Measurements, Valuation Techniques and Inputs Used

Fair value measurements at the end of the reporting period				Valuation techniques ¹
2016 \$	2015 \$	Category (Level 1, 2 or 3)		
Non-financial assets:				
Leasehold improvements	72,993	-	Level 3	Depreciated replacement cost
Total non-financial assets	72,993	-		

(a) All non-financial assets were measured at fair value in the statement of financial position.

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the period ended 30 June 2016

Note 7: Non-Financial Assets

Note 7A: Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment (2015-16)

	Leasehold improvements \$
Net book value 1 July 2015	-
Additions:	
By purchase	74,345
Depreciation expense	(1,352)
Net book value 30 June 2016	72,993
Net book value as of 30 June 2015 represented by:	
Gross book value	74,345
Accumulated depreciation	(1,352)
Net book value 30 June 2016	72,993

The Agency completed a fit-out of the conference room at the end of May 2016. It has an expected useful life of the remaining lease term entered into during January 2016.

Acquisition of Assets

Purchases of non-financial assets 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).

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.

Property, Plant and Equipment

Revaluations

Following initial recognition at cost, leasehold improvements and plant and equipment are carried at fair value. Carrying amounts are reviewed every year to determine if an independent valuation is required. The regularity of independent valuations depend upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increments are credited to equity under the heading of asset revaluation reserve except to the extent that it reverses 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 reversed a previous revaluation increment for that class. Upon revaluation, any accumulated depreciation is eliminated against the gross carrying amount of the asset.

Depreciation

Depreciable plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to the Agency, using in all cases, the straight-line method of depreciation. Leasehold improvements are depreciated over the lesser of the estimated useful life of the improvement or the lease term.

Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date.

Impairment

All assets were assessed for impairment at 30 June 2016. 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.

Derecognition

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.

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 8: Payables

	2016	2015
	\$	\$
<u>Note 8A: Suppliers</u>		
Trade creditors	336,509	783,844
Accruals	251,520	879,899
Total supplier payables	588,029	1,663,743

Settlement is usually made within 30 days.

Note 8B: Other Payables

Salaries and wages	4,810	33,365
Superannuation	779	5,410
Fixed lease increase	11,201	-
Total Other Payables	16,790	38,775

Total Other Payables are expected to be settled in:

No more than 12 months	5,589	38,775
More than 12 months	11,201	-
Total other payables	16,790	38,775

Financial liabilities are recognised and derecognised upon 'trade date'.

Supplier and other payables are recognised at amortised amounts. Liabilities are recognised to the extent that the goods or services have been received, even if they have not yet been invoiced. Settlement was usually made within 30 days.

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 9: Provisions

	2016	2015
	\$	\$
Note 9: Employee Provisions		
Leave	342,012	309,037
Total employee provisions	342,012	309,037
Employee provisions are expected to be settled in:		
No more than 12 months	151,731	124,693
More than 12 months	190,281	184,344
Total employee provisions	342,012	309,037

Liabilities for 'short-term employee benefits' (as defined in AASB 119 *Employee Benefits*) and termination benefits due within twelve months of the end of the 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 is 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), the PSS accumulation plan (PSSap) or the Australian Government Employees Superannuation Trust (AGEST).

The PSS and AGEST are defined benefit schemes for the Australian Government. The PSSap and other schemes are 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 administered schedules and notes.

The agency makes employer contributions to the employee's superannuation scheme at rates determined by an actuary to be sufficient to meet the current cost to the Government. The agency 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
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 10: Cash Flow Reconciliation

	2016	2015
	\$	\$
Reconciliation of cash and cash equivalents as per Statement of Financial Position to Cash Flow Statement		
Cash and cash equivalents as per:		
Cash flow statement	127,726	59,251
Statement of Financial Position	127,726	59,251
Difference	<u>-</u>	<u>-</u>
 Reconciliation of net cost of services to net cash from operating activities:		
Net cost of services	(3,335,814)	(4,781,288)
Add revenue from Government	3,263,882	4,914,000
 Adjustments for non-cash items		
Depreciation / amortisation	1,352	-
 Changes in assets / liabilities		
(Increase) / decrease in net receivables	1,234,384	(629,518)
(Increase) in prepayments	(64,574)	-
Increase / (decrease) in employee provisions	32,975	290,838
Increase / (decrease) in supplier payables	(1,075,714)	(611,526)
Increase / (decrease) in other payable	(21,985)	30,867
(Increase) / decrease in GST receivable	26,314	-
Net cash from (used by) operating activities	<u>60,820</u>	<u>(786,627)</u>

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 11: Senior Management Personnel Remuneration

	2016	2015
	\$	\$
Short-term employee benefits:		
Salary	196,269	203,543
Other ¹	21,436	15,814
Total short-term employee benefits	217,705	219,357
Post-employment benefits:		
Superannuation	33,507	32,487
Total post-employment benefits	33,507	32,487
Other long-term benefits:		
Annual leave accrued	16,883	18,038
Long-service leave	4,447	3,247
Total other long-term benefits	21,330	21,285
Total senior management personnel remuneration	272,542	273,129

The total number of senior management personnel that are included in the above table is 1 individual (2015: 1 individual).

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 12: Financial Instruments

	Note	2016 \$	2015 \$
Note 12A: Categories of Financial Instruments			
Financial Assets			
Loans and receivables:			
Cash and cash equivalents	5A	127,726	59,251
Trade and other receivables	5B	112,466	270,443
Carrying amount of financial assets		240,192	329,694
Financial Liabilities			
At amortised cost:			
Trade creditors	8A	336,509	783,844
Accruals	8A	251,520	879,899
Carrying amount of financial liabilities		588,029	1,663,743

Note 12B: Credit Risk

The Agency is exposed to minimal credit risk due to the nature of its financial assets. The maximum exposure to credit risk is the amount held as trade and other receivables should default occur, \$112,466 (2015: \$270,443). The risk of default on these amounts was assessed to be nil as at 30 June 2016 (2015: nil).

Note 12C: Liquidity Risk

The Agency's exposure to liquidity risk is minimal due to the appropriation funding mechanisms available from the Department of Finance. The Agency manages liquidity risk through its policies and procedures.

Note 12D: Market Risk

The Agency holds only basic financial instruments that do not pose any market risk. The Agency is not exposed to currency risk or other price risk.

Note 13: Financial Assets Reconciliation

	Notes	2016 \$	2015 \$
Financial Assets			
Total financial assets as per the Statement of Financial Position		4,482,600	5,756,823
Less: non-financial instrument components:			
Appropriations receivable	5B	4,190,707	5,349,114
GST receivable from the Australian Taxation Office	5B	47,264	74,911
FBT receivable from the Australian Taxation Office	5B	4,437	3,104
Total non-financial instrument components		4,242,408	5,427,129
Total financial assets as per the financial instrument note	12A	240,192	329,694

Asbestos Safety and Eradication Agency
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2016

Note 14: Appropriations

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

Annual Appropriations for 2016

	<i>Appropriation Act</i>		<i>PGPA Act</i>		applied in 2016 (current and prior years) \$	Variance ² \$
	Annual Appropriation ¹ \$	AFM \$	Section 74 Receipts \$	Total appropriation \$		
Departmental						
Ordinary annual services	3,263,882	-	415,831	3,679,713	4,699,115	(1,019,401)
Other services						
Equity	-	-	-	-	74,345	(74,345)
Total departmental	3,263,882	-	415,831	3,679,713	4,773,460	(1,093,746)

Annual Appropriations for 2015

	<i>Appropriation Act</i>		<i>PGPA Act</i>		Appropriation applied in 2015 (current and prior \$)	Variance ² \$
	Annual Appropriation \$	AFM \$	Section 74 Receipts \$	Total appropriation \$		
Departmental						
Ordinary annual services	4,914,000	-	190,522	5,104,522	5,349,079	(244,557)
Other services						
Total departmental	4,914,000	-	190,522	5,104,522	5,349,079	(244,557)

Notes:

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.

Table B: Unspent Annual Appropriations ('Recoverable GST

Authority	2016	2015
	\$	\$
DEPARTMENTAL		
Appropriation Act (No. 3) 2013-14	-	2,609,785
Appropriation Act (No. 4) 2013-14	101,000	183,000
Appropriation Act (No. 1) 2014-15	953,551	2,615,580
Appropriation Act (No. 1) 2015-16	3,264,000	-
Total	4,318,551	5,408,365

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> APPENDICES

> AGENCY ENGAGEMENTS AND CONSULTATIONS

Date of event	Location	Organisation	Type
July 2015			
2 July 2015	Brisbane	Construction, Forestry, Mining and Energy Union OH&S Committee	Presentation
2 July 2015	Brisbane	Asbestos Disease Support Society, QLD	Meeting
8 July 2015	Sydney	Improving awareness of asbestos issues in remote locations briefing to agency	Presentation
14 July 2015	Sydney	Australian Competition and Consumer Commission and Immigration and Border Protection	Teleconference
20 July 2015	Sydney	Comcare – Justin Napier, General Manager of Regulatory Operations	Meeting
27 July 2015	Canberra	E-Oz Working with Asbestos Steering Committee	Meeting
28 July 2015	Brisbane	Asbestos Disease Support Society – Asbestos Industry Round Table	Presentation
29 July 2015	Canberra	Safe Work Australia, Australian Competition and Consumer Commission and Immigration and Border Protection	Meeting
31 July 2015	Sydney	Work safe New Zealand	Teleconference
August 2015			
3 Aug 2015	Sydney	Mayor of City of Holroyd Council, Cr Greg Cummings	Meeting
5 Aug 2015	Sydney	APHEDA-Union Aid Abroad and Australian Manufacturing Workers' Union – asbestos in South East Asia	Meeting
25 Aug 2015	Sydney	13th Asbestos Safety and Eradication Council meeting	Meeting
26 Aug 2015	Sydney	Bernie Banton Foundation – briefing on activities	Meeting
27 Aug 2015	Sydney	Department of Immigration and Border Protection – tour of Port Botany facilities	Meeting
28 Aug 2015	Sydney	Worksafe New Zealand	Teleconference
29 Aug 2015	Sydney	ABC 702 local radio – segment on home renovations and asbestos demolition and disposal	Interview
31 Aug 2015	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
September 2015			
1 Sept 2015	Sydney	Lung Foundation Australia	Teleconference
6/7 Sept 2015	Hanoi, Vietnam	Asia Ban Asbestos Network (A-BAN) Conference	Presentation
11 Sept 2015	Sydney	ASEA Research Advisory Committee	Meeting
11 Sept 2015	Sydney	Heads of Workplace Authorities (HWSA) response to asbestos fibres in crayons	Meeting
25 Sept 2015	Sydney	Worksafe New Zealand	Teleconference

Date of event	Location	Organisation	Type
October 2015			
13 Oct 2015	Sydney	Asbestos Risk Abatement (ARA) Research Association, Japan	Delegation
15 Oct 2015	Sydney	Professor Ted Emmett, University of Pennsylvania, US	Meeting
16 Oct 2015	Sydney	Customs Brokers and Forwarders Council of Australia	Presentation
19 Oct 2015	Sydney	National Association of Testing Authorities, Australia (NATA)	Meeting
20 Oct 2015	Sydney	14th Asbestos Safety and Eradication Council meeting	Meeting
November 2015			
23/24 Nov 2015	Brisbane	2nd International Conference on Asbestos Awareness and Management	Conference
24 Nov 2015	Brisbane	15th Asbestos Safety and Eradication Council meeting	Meeting
25 Nov 2015	Tweed Heads	Asbestosis and Mesothelioma Association of Australia – official opening on new outreach centre	Function
26 Nov 2015	Canberra	Parliamentary Group on Asbestos-Related Disease – luncheon for delegations from Vietnam and Lao Republic	Function
27 Nov 2015	Morwell, VIC	Asbestos Council of Victoria - GARDS	Meeting
27 Nov 2015	Sydney	Asbestos Diseases Foundation of Australia (ADFA) Awareness Day memorial	Function
December 2015			
7 Dec 2015	Perth	Australian Institute of Occupational Hygienists (AIOH) conference	Presentation
11 Dec 2015	Sydney	Heads of Workplace Safety Authorities (HWSA) Imported Materials with Asbestos Working Group	Video-conference
15 Dec 2015	Sydney	ASEA Research Advisory Committee	Meeting
January 2016			
7 Jan 2016	Sydney	APHEDA-Union Aid Abroad – update briefing on activities in South East Asia	Meeting
14 Jan 2016	Canberra	Working Safely with Asbestos Containing Materials (WSWACM) Steering Committee	Meeting
19 Jan 2016	Melbourne	Office of Deputy Premier, Minister for Education, Government of Victoria – Asbestos in Schools	Meeting
February 2016			
2 Feb 2016	Sydney	ASEA Research Advisory Committee	Meeting
3 Feb 2016	Sydney	Strengthening Asbestos-Related Training in the Utilities Sector – Technical Advisory Group	Meeting
4 Feb 2016	Sydney	Customs Brokers and Forwarders Council of Australia	Meeting
9 Feb 2016	Sydney	Biaggio Signorelli Foundation, Paul Signorelli	Meeting
11 Feb 2016	Canberra	Additional Estimates hearing, Australian Parliament House	Hearing
16 Feb 2016	Sydney	16th Asbestos Safety and Eradication Council meeting	Meeting
19 Feb 2016	Brisbane	Asbestos Diseases Support Society, Qld	Meeting
24 Feb 2016	Sydney	National Workers Compensation Summit	Presentation
25 Feb 2016	Sydney	Asbestos Support Group Network	Teleconference
26 Feb 2016	Sydney	Strengthening asbestos-related training materials in the utilities sector	Meeting
26 Feb 2016	Sydney	Department of Employment, Senior Officials meeting	Teleconference

Date of event	Location	Organisation	Type
March 2016			
4 Mar 2016	Sydney	APHEDA-Union Aid Abroad – asbestos campaign objectives	Meeting
9 Mar 2016	Sydney	Sydney Industry Electrical Safety Network (SEISN)	Presentation
21 Mar 2016	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
23 Mar 2016	Sydney	Pricewaterhouse Coopers (PwC) Review of Australian Mesothelioma Registry	Interview
April 2016			
2 Apr 2016	Sydney	Customs Brokers and Forwarders Council of Australia	Presentation
5 Apr 2016	Perth	Australasian Land and Groundwater Association (ALGA) forum – understanding asbestos contamination	Presentation
12 Apr 2016	Canberra	Department of Employment – performance and financial review of agency	Meeting
13 Apr 2016	Sydney	Real Estate Institute of New South Wales – Property Management Chapter Committee	Presentation
16 Apr 2016	Brisbane	Customs Brokers and Forwarders Council of Australia forum	Presentation
19 Apr 2016	Sydney	Australian Workers' Union – prioritised removal of asbestos	Meeting
28 Apr 2016	Sydney	APHEDA-Union Aid Abroad – briefing on international asbestos campaigns	Meeting
29 Apr 2016	Adelaide	South Australian Asbestos Coalition	Meeting
30 Apr 2016	Melbourne	Customs Brokers and Forwarders Council of Australia	Presentation
May 2016			
4 May 2016	Sydney	Department of Employment, ASEA review plan	Teleconference
5 May 2016	Sydney	17th Asbestos Safety and Eradication Council meeting	Meeting
6 May 2016	Canberra	Senate Estimates, budget hearing	Hearing
11 May 2016	Sydney	Fe de Leon, Canadian Environmental Law Association	Teleconference
11 May 2016	Sydney	Asbestos Support Group Network meeting	Teleconference
13/14 May 2016	Perth	Customs Brokers and Forwarders Council of Australia forum	Presentation
27 May 2016	Sydney	Worksafe New Zealand	Teleconference
28 May 2016	Adelaide	Customs Brokers and Forwarders Council of Australia forum	Presentation
June 2016			
1 Jun 2016	Adelaide	Lift Industry Delegates conference	Presentation
2 Jun 2016	Sydney	Demolition and Asbestos Consultative Committee Meeting, SafeWork NSW	Meeting
6 Jun 2016	Canberra	Department of Employment, Secretary's meeting with portfolio agency heads	Meeting
7 Jun 2016	Sydney	Department of Employment, consultation with jurisdictions	Teleconference
8 Jun 2016	Sydney	Department of Employment, ASEA review plan	Teleconference
8 Jun 2016	Sydney	Cole Stanton, Fiberlock – ACM containment products and indoor air quality association	Meeting
9 Jun 2016	Sydney	Canadian Labour Congress – asbestos ban in Canada, learning from Australia	Teleconference
9 Jun 2016	Sydney	Department of Health – scoping national asbestos awareness campaign	Meeting
14 Jun 2016	Sydney	ASEA Audit Committee	Meeting
17 Jun 2016	Sydney	Department of Environment – Rotterdam Convention processes	Meeting
22 Jun 2016	Gold Coast	Electricity supply industry conference	Presentation
30 Jun 2016	Sydney	Public Health Association Australia – promotion of public asbestos safety	Meeting

> NATIONAL ASBESTOS EXPOSURE REGISTER

Statistics for 1 July 2015 to 30 June 2016

Table A1: Monthly responses by jurisdiction of exposure

	Jurisdiction								
Month	ACT	NSW	NT	QLD	SA	TAS	VIC	WA	TOTAL
2015	141	285	10	90	49	13	91	242	921
July	106	28		20	23	2	6	99	284
August	14	44	1	16	4	4	34	6	123
September	6	28	1	13	4		16	4	72
October	3	46	3	10	3	1	11	11	88
November	7	62		18	8	2	5	21	123
December	5	77	5	13	7	4	19	101	231
2016	51	252	15	55	62	28	108	68	639
January	16	31	3	14	5	1	24	19	113
February	5	18	1	10	9	1	19	10	73
March	5	20	1	9	8	10	10	8	71
April	2	54	1	9	4	5	21	5	101
May	11	82	7	9	18	2	27	15	171
June	12	47	2	4	18	9	7	11	110
TOTAL	192	537	25	145	111	41	199	310	1560
	12.31%	34.42%	1.60%	9.29%	7.12%	2.63%	12.76%	19.87%	
Population	385,996	7,518,472	245,079	4,722,447	1,685,714	514,762	5,841,667	2,573,389	
Proportion of population	1.64%	32.01%	1.04%	20.11%	7.18%	2.19%	24.87%	10.96%	

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	105	138	4	57	11	9	52	103	479	30.71%
Male	87	398	21	88	100	32	147	207	1080	69.23%
Not specified		1							1	
TOTAL	192	537	25	145	111	41	199	310	1560	
Female	54.69%	25.70%	16.00%	39.31%	9.91%	21.95%	26.13%	33.23%	30.71%	
Male	45.31%	74.12%	84.00%	60.69%	90.09%	78.05%	73.87%	66.77%	69.23%	
Not specified	0.00%	0.19%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.06%	

Table A3: Occupational to non-occupational exposure by gender

Gender	Exposure Type			TOTAL	Exposure Type			TOTAL
	Outside workplace	Workplace			Outside workplace	Workplace		
Female	307	172		479	64.09%	35.91%		100.00%
Male	250	830		1080	23.15%	76.85%		100.00%
Not specified	1			1	100.00%	0.00%		100.00%
TOTAL	558	1002		1560	35.77%	64.23%		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		Female	Male
<20	97	244		341	28.45%	71.55%	0.00%	21.86%	20.25%	22.59%
20-29	101	326	1	428	23.60%	76.17%	0.23%	27.44%	21.09%	30.19%
30-39	103	256		359	28.69%	71.31%	0.00%	23.01%	21.50%	23.70%
40-49	113	142		255	44.31%	55.69%	0.00%	16.35%	23.59%	13.15%
50-59	54	73		127	42.52%	57.48%	0.00%	8.14%	11.27%	6.76%
60+	11	39		50	22.00%	78.00%	0.00%	3.21%	2.30%	3.61%
TOTAL	479	1080	1	1560	30.71%	69.23%				

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

AGE RANGE	EXPOSURE TYPE		Total	EXPOSURE TYPE	
	Not workplace	Workplace		Outside workplace	Workplace
<20	170	171	341	49.85%	50.15%
20-29	112	316	428	26.17%	73.83%
30-39	134	225	359	37.33%	62.67%
40-49	92	163	255	36.08%	63.92%
50-59	34	93	127	26.77%	73.23%
60+	16	34	50	32.00%	68.00%
TOTAL	558	1002	1560	35.77%	64.23%

Table A6: Location of exposure

Location of Exposure	Count	% of Total
Environmental/Domestic	30	1.92%
Other	29	1.86%
Residential	374	23.97%
School/Educational	125	8.01%
Work	1002	64.23%
TOTAL	1560	100.00%

Note: This question introduced on 4 January 2015.

Responses for this category prior to this date based on registrant comments

Table A7: Exposure by job category

Job category	Total	% Total
Asbestos Removal/Disposal	24	3.22%
Boilermaker	16	2.14%
Building/Construction	93	12.47%
Electrician	126	16.89%
Fitter and Machinist	43	5.76%
Mining/Resources Occupations	53	7.10%
Other	358	47.99%
Plumber	33	4.42%
TOTAL	746	100.00%

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	6	47	39	47	2	11	152
NSW	24	29	24	21	2	9	109
NT				1			1
QLD	6	6	2	4	1		19
SA			2	1			3
TAS		1					1
VIC	2	8		9	1		20
WA	1						1
TOTAL	39	91	67	83	6	20	306

Table A9: Frequency of exposure

Frequency	Location of exposure					Total
	Environmental / domestic	Other	Residential	School/ educational	Work	
>5 years	10	10	163	65	273	521
>2 years to 5 years	2	2	52	19	113	188
>6 months to 2 years	1	2	47	16	122	188
0–6 months	15	9	64	16	337	441
Once only	2	6	48	9	157	222
TOTAL	39	91	67	83	6	20

Frequency by exposure location

Frequency	Environmental / domestic	Other	Residential	School/ educational	Work	Total
>5 years	33.33%	34.48%	43.58%	52.00%	27.25%	33.40%
>2 years to 5 years	6.67%	6.90%	13.90%	15.20%	11.28%	12.05%
>6 months to 2 years	3.33%	6.90%	12.57%	12.80%	12.18%	12.05%
0–6 months	50.00%	31.03%	17.11%	12.80%	33.63%	28.27%
Once only	6.67%	20.69%	12.83%	7.20%	15.67%	14.23%
% 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	1.92%	1.92%	31.29%	12.48%	52.40%	33.40%
>2 years to 5 years	1.06%	1.06%	27.66%	10.11%	60.11%	12.05%
>6 months to 2 years	0.53%	1.06%	25.00%	8.51%	64.89%	12.05%
0–6 months	3.40%	2.04%	14.51%	3.63%	76.42%	28.27%
Once only	0.90%	2.70%	21.62%	4.05%	70.72%	14.23%
% OF TOTAL EXPOSURE TYPES	1.92%	1.86%	23.97%	8.01%	64.23%	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		9		5	1	1	7	4	27	1.73%
Employer	6	152	7	36	54	18	65	108	446	28.59%
Friends/family	32	121	4	31	16	5	41	35	285	18.27%
Internet search	17	45	3	22	6	5	12	22	132	8.46%
Local council	3	4	1	4			2		14	0.90%
Medical practitioner	1	17		4	4	2	5	1	34	2.18%
Newspaper/television report	17	24	1	7	1		10	4	64	4.10%
Other	35	93	7	40	19	6	41	20	261	16.73%
Pamphlet/leaflet	2	5		2	1	1	1	1	13	0.83%
State/territory regulator	33	20	3	13	3	1	10	3	86	5.51%
Training course	2	5		2		4	2	1	16	1.03%
Union	1	39		11	3	1	16	111	182	11.67%
TOTAL	149	534	26	177	108	44	212	310	1560	100.00%

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

Disease type	Not workplace	Workplace	Total
Asbestosis		17	17
Cancer	1	2	3
Mesothelioma	2	1	3
Pleural plaques	2	20	22
Unknown		2	2
TOTAL	5	42	47
	10.64%	89.36%	

Corrections

The following error was identified in our 2014–15 annual report.

On page 75 of the printed version of the report under the heading 'consultants', the following was reported:

“ In the 2014–15 year, 20 consultancy contracts were entered into, involving total actual expenditure of \$1,114,326.71 (GST inclusive). In addition, three ongoing consultancy contracts were active during the 2014–15 year, involving total actual expenditure of \$157,000.40 (GST inclusive). ”

This was amended after the report was printed and now should read:

“ In the 2014–15 year, 20 consultancy contracts were entered into. In addition, three ongoing consultancy contracts were active during 2014–15 year. The total actual expenditure related to these consultancy contracts was \$1,161,144 (GST exclusive). ”

> ANNUAL REPORT LIST OF REQUIREMENTS

Part of Report	Description	Requirement	Page
	Letter of transmittal	Mandatory	vi
	Table of contents	Mandatory	vii-viii
	Index	Mandatory	119
	Glossary	Mandatory	118
	Contact officer(s)	Mandatory	v
	Internet home page address and Internet address for report	Mandatory	v
Review by Chief Executive Officer			
	Review by Chief Executive Officer	Mandatory	12
	Summary of significant issues and developments	Suggested	17
	Overview of agency's performance and financial results	Suggested	72
	Outlook for following year	Suggested	N/A
	Significant issues and developments – portfolio	Portfolio departments – suggested	N/A
Agency overview			
	Role and functions	Mandatory	13
	Organisational structure	Mandatory	16
	Outcome and programme structure	Mandatory	34
	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	N/A
	Portfolio structure	Portfolio departments - mandatory	N/A
Report on Performance			
	Review of performance during the year in relation to programmes and contribution to outcomes	Mandatory	34
	Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	34
	Where performance targets differ from the PBS/PAES, details of both former and new targets, and reasons for the change	Mandatory	34
	Narrative discussion and analysis of performance	Mandatory	37
	Trend information	Mandatory	43
	Significant changes in nature of principal functions/services	Suggested	N/A
	Performance of purchaser/provider arrangements	If applicable, suggested	65
	Factors, events or trends influencing departmental performance	Suggested	37

Part of Report	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
	Discussion and analysis of the department's financial performance	Mandatory	72
	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	72
	Agency resource statement and summary resource tables by outcomes	Mandatory	76
Management and Accountability			
	➤ Corporate Governance		
	Agency heads are required to certify that their agency complies with the 'Commonwealth Fraud Control Guidelines'.	Mandatory	vi
	Statement of the main corporate governance practices in place	Mandatory	62
	Names of the senior executive and their responsibilities	Suggested	14
	Senior management committees and their roles	Suggested	N/A
	Corporate and operational plans and associated performance reporting and review	Suggested	15
	Internal audit arrangements including approach adopted to identifying areas of significant financial or operational risk and arrangements to manage those risks	Suggested	62
	Policy and practices on the establishment and maintenance of appropriate ethical standards	Suggested	64
	How nature and amount of remuneration for SES officers is determined	Suggested	64
	➤ External Scrutiny		
	Significant developments in external scrutiny	Mandatory	62
	Judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner	Mandatory	67
	Reports by the Auditor-General, a Parliamentary Committee, the Commonwealth Ombudsman or an agency capability review	Mandatory	66
	➤ Management of Human Resources		
	Assessment of effectiveness in managing and developing human resources to achieve departmental objectives	Mandatory	63
	Workforce planning, staff retention and turnover	Suggested	63
	Impact and features of enterprise or collective agreements, individual flexibility arrangements (IFAs), determinations, common law contracts and Australian Workplace Agreements (AWAs)	Suggested	63
	Training and development undertaken and its impact	Suggested	63
	Work health and safety performance	Suggested	64
	Productivity gains	Suggested	N/A
	Statistics on staffing	Mandatory	63
	Indigenous employment statistics	Mandatory	63
	Enterprise or collective agreements, IFAs, determinations, common law contracts and AWAs	Mandatory	63
	Performance pay	Mandatory	64

Part of Report	Description	Requirement	Page
Assets Management			
	Assessment of effectiveness of assets management	If applicable, mandatory	65
Purchasing			
	Assessment of purchasing against core policies and principles	Mandatory	65
Consultants			
	The annual report must include a summary statement detailing the number of new consultancy services contracts let during the year; the total actual expenditure on all new consultancy contracts let during the year (inclusive of GST); the number of ongoing consultancy contracts that were active in the reporting year; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST). The annual report must include a statement noting that information on contracts and consultancies is available through the AusTender website.	Mandatory	65
Australian National Audit Office Access Clauses			
	Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	66
Exempt contracts			
	Contracts exempted from publication in AusTender	Mandatory	66
Financial statements			
	Financial Statements	Mandatory	75–100
OTHER MANDATORY INFORMATION			
	Work health and safety (Schedule 2, Part 4 of the Work Health and Safety Act 2011)	Mandatory	64
	Advertising and Market Research (Section 311A of the Commonwealth Electoral Act 1918) and statement on advertising campaigns	Mandatory	66
	Procurement initiatives to support small business	Mandatory	66
	Ecologically sustainable development and environmental performance (Section 516A of the Environment Protection and Biodiversity Conservation Act 1999)	Mandatory	67
	Compliance with the agency's obligations under the Carer Recognition Act 2010	If applicable, mandatory	N/A
	Grant programmes	Mandatory	66
	Disability reporting – explicit and transparent reference to agency level information available through other reporting mechanisms	Mandatory	67
	Information Publication Scheme statement	Mandatory	67
	Correction of material errors in previous annual report	If applicable, mandatory	114
	List of Requirements	Mandatory	115

> GLOSSARY

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	Freedom of Information
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>
PICAC	Plumbing Industry Climate Action Centre
PS Act	<i>Public Service Act 1999</i>
WHS Act	<i>Work Health and Safety Act 2011</i>

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