

ACKNOWLEDGEMENT OF COUNTRY

The Australian Capital Territory (ACT) is Ngunnawal country. The ACT Government acknowledges the Ngunnawal people as the traditional custodians of the Canberra region.

The region is a significant meeting place to the Ngunnawal and surrounding Aboriginal Nations who have gathered here for thousands of years.

Transport Canberra and City Services acknowledges and respects the Aboriginal and Torres Strait Islander people, their continuing culture and the contribution they make to the life of this city and this region.

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For information regarding the Transport Canberra and City Services Directorate Annual Report 2017-18 please contact the Governance and Ministerial Services Branch on (02) 6205 5466.

Publication No 18/1051

Accessibility

Transport Canberra and City Services is committed to making its information accessible to as many people as possible. This report is available as a printed document, an accessible PDF and in HTML on our website at www.tccs.act.gov.au. If you have difficulty reading a standard print document and need alternative formats; if you are deaf or hearing impaired; or if English is not your first language; you can get help from the following services:

Canberra Blind Society: T (02) 6247 4580

National Relay Service: **T** 13 36 77

Translating and Interpreting Service: **T** 13 14 50

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Ms Meegan Fitzharris MLA Minister for Transport ACT Legislative Assembly London Circuit CANBERRA CITY ACT 2601 Mr Chris Steel MLA Minister for City Services Minister for Roads ACT Legislative Assembly London Circuit CANBERRA CITY ACT 2601

Dear Minister Fitzharris and Minister Steel

Transmittal Certificate

I present the 2017-18 Annual Report of Transport Canberra and City Services (TCCS).

This report has been prepared in accordance with section 6(1) of the *Annual Reports* (Government Agencies) Act 2004 and in accordance with the requirements under the Annual Report Directions.

It has been prepared in conformity with other legislation applicable to the preparation of the Annual Report by TCCS.

I certify that information in the attached annual report, and information provided for the whole of government reporting, is an honest and accurate account and that all material information on the operations of TCCS has been included for the period 1 July 2017 to 30 June 2018.

I hereby certify that fraud protection has been managed in accordance with the *Public Sector Management Standards 2006*, Part 2.

Section 13 of the *Annual Reports (Government Agencies) Act 2004* requires that you present the Report to the Legislative Assembly within 15 weeks after the end of the reporting year.

Yours sincerely

Emma Thomas Director-General

October 2018

GPO Box 158 Canberra ACT 2601 | phone: 132281 | www.act.gov.au

Compliance Statement

The Transport Canberra and City Services (TCCS) Annual Report must comply with the 2017-2018 Annual Report Directions (the Directions). The Directions are found at the ACT Legislation Register:

<u>Annual Reports (Government Agencies) Notice 2017.</u>

The Compliance Statement indicates the subsections, under the five parts of the Directions, which are applicable to TCCS, and the location of information that satisfies these requirements.

Part 1 - Directions Overview

The requirements under Part 1 of the Directions relate to the purpose, timing and distribution, and record keeping of annual reports. The TCCS Annual Report complies with all subsections of Part 1.

In compliance with Section 13 Feedback, Part 1 of the Directions, contact details for TCCS are provided within the TCCS Annual Report to provide readers with the opportunity to provide feedback.

Part 2 - Agency Annual Report Requirements

The requirements within Part 2 of the Directions are mandatory for all directorates and TCCS complies with all subsections. The information that satisfies the requirements of Part 2 is found in the TCCS Annual Report as follows:

- > Section A Transmittal Certificate, see page 7;
- > Section B Organisational Overview and Performance, inclusive of all subsections, see pages 10-84;
- > Section C Financial Management, inclusive of all subsections, see pages 86-285.

Part 3 - Reporting by Exception

In 2017-18, TCCS had no information to report by exception under Part 3 of the Directions.

Part 4 - Agency Specific Annual Report Requirements

There are two agency specific annual report requirement applicable to TCCS.

- > Section J Public Land Management Plans, see page 286; and
- > Section M Waste Minimisation Contraventions, see page 287.

Part 5 - Whole of Government Annual Reporting

All subsections of Part 5 of the Directions apply to TCCS. Consistent with the Directions, the information satisfying these requirements is reported in the one place for all ACT Public Sector (ACTPS) directorates, as follows:

- > Section N Community Engagement and Support see the 2017-18 Annual Report of the Chief Minister, Treasury and Economic Development Directorate;
- > Section O Justice and Community Safety, including subsections O.2-O.4 see the 2017-18 Annual Report of the Justice and Community Safety Directorate;
- > Section P Public Sector Standards and Workforce Profile, including subsections P.1-P.3 see the annual Head of Service Annual Report; and
- > Section Q Territory Records see the 2017-18 Annual Report of the Chief Minister, Treasury and Economic Development Directorate.

ACTPS Directorate Annual Reports are found at the following web address: http://www.cmd.act.gov.au/open_government/report/annual reports.



Cool facts about TCCS

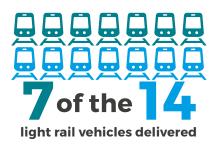


grown for light rail

20% scrap rubber

Libraries ACT loaned physical items plus

households opted in for a in Weston Creek and Tuggeranong planted; trees planted in







B.1 - Organisation Overview

Our Vision

Our vision has a focus on innovation, safety and customer service. This has been captured with the following vision statement:

'Making Canberra attractive, safe and easy to move around.'

Our Mission

The TCCS mission is:

'Connected services for the people of Canberra.'

Our Role, Functions and Services

TCCS helps Canberrans move around the city and provides high quality city services to the community. Delivery of these services is citizen-focused and innovative, and looks to contribute to the improved liveability of the city.

The Directorate delivers an attractive cityscape and amenities, an effective road network, an integrated public transport system, and services that are necessary to support a flourishing community and to attract business investment.

In particular, the Directorate has a remit to improve public transport outcomes. To deliver upon a vision for a public transport system that is convenient, efficient, affordable, reliable and integrated. The Directorate will oversee the construction of light rail and ensure its effective integration into the public transport network.

The Directorate also delivers a range of services to the community including libraries, waste and recycling services, safer walking and cycling around schools, city amenity, infrastructure maintenance and management of the Territory's assets including sportsgrounds and recreational facilities, local shops amenity and playground equipment. In designing and delivering these services, the Directorate strives to make them accessible for all members of the community.

The Directorate is responsible for the planning, building and maintenance of many of the Government's infrastructure assets such as roads, bridges, cycling and community paths and the streetlight network. It also plays an important role in managing the city's open space, parks and neighbourhood play areas.

Capital Linen Service, ACT NoWaste and Yarralumla Nursery are managed by TCCS. The Directorate has administrative oversight responsibility for the ACT Public Cemeteries Authority which operates Woden, Gungahlin and Hall cemeteries.

Our Values

The TCCS values are:

- > Safety:
 - We care about the safety of our people and our community.
 - We consider safety in everything we do.
 - We address risks and make changes to help us work safer and smarter.
- > Excellence:
 - We actively seek opportunities to build our skills and improve our customer service.
 - We learn from our mistakes and make the changes needed for future success.
 - We demand more of ourselves.
- > Collaboration:
 - We work openly and share appropriate information to reach shared goals.
 - We actively seek out other views when solving problems and value and act on feedback on how we can do things better.

- > Respect:
 - We take pride in our work.
 - We value and acknowledge the contribution of others.
 - We relate to colleagues and customers in a fair, decent, caring and professional manner.
- > Innovation:
 - We look for ways to continuously improve our services and skills.
 - We are open to change and new ideas from all sources.
- > Integrity:
 - We do what we say we'll do and respond appropriately, especially when the unexpected occurs.
 - We take responsibility and are accountable for our decisions and actions.
 - · We engage genuinely with the community, and manage the resources entrusted to us honestly and responsibly.

Our Clients and Stakeholders

Establishing and maintaining relationships with a wide range of stakeholders is essential to realising the TCCS mission. Our stakeholders include:

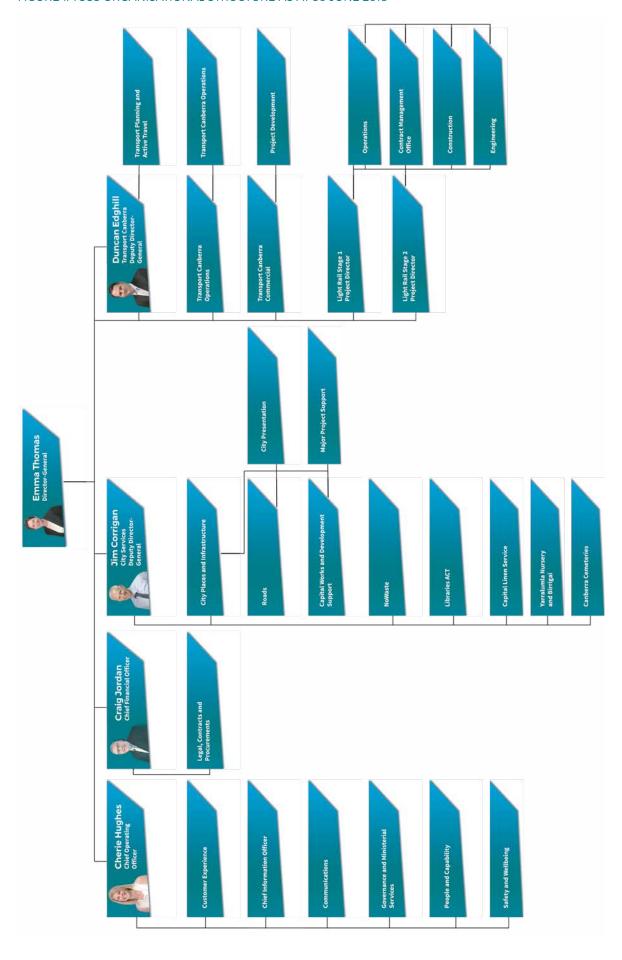
- > ACT residents and visitors:
- > ACT Legislative Assembly and members;
- > ACT and Commonwealth Government agencies;
- > ACT businesses, community organisations, peak representative groups, professional bodies and unions; and
- > suppliers and contractors.

Organisational Structure

As at 30 June 2018, TCCS operated under four areas of responsibility, managed by the following:

- > Transport Canberra Division, Duncan Edghill;
- > City Services Division, Jim Corrigan;
- > Chief Operating Officer Group, Cherie Hughes; and
- > Finance, Legal and Sustainability Group, Craig Jordan.

FIGURE 1: TCCS ORGANISATIONAL STRUCTURE AS AT 30 JUNE 2018



The responsibilities of the TCCS Executive Board as at 30 June 2018 are:

Transport Canberra and City Services Directorate

Director-General - Emma Thomas

The Director-General was responsible for the leadership, management, strategic direction, efficient and effective financial management and good governance for the whole Directorate. The Director-General also provided advice and reporting to the Minister, with regard to issues pursuant to the Directorate's activities.

As a member of the ACTPS Strategic Board, the Director-General also provided whole of government leadership for the ACTPS, and is responsible for the implementation of whole of government initiatives on behalf of the Directorate.

Transport Canberra Division

Deputy Director-General - Duncan Edghill

The Deputy Director-General Transport Canberra was responsible for the planning, delivery and operation of Canberra's public transportation network. Reporting to the Director-General, the role was responsible for Transport Canberra's bus operations, oversight of the delivery of the first stage of light rail between the City and Gungahlin, planning for the second stage of light rail between the City and Woden, active travel, transport planning, progressing Canberra to Sydney faster rail proposals, and other public transport items.

The Deputy Director-General Transport Canberra represents the ACT Government on public transport matters in a variety of forums.

City Services Division

Deputy Director-General - Jim Corrigan

The Deputy Director-General City Services was responsible for the delivery of a wide range of services including the management of the majority of urban infrastructure and maintenance of public open spaces and city places. The role also delivered capital works projects and managed urban rangers, domestic animal services, public libraries, waste management and the government businesses of Yarralumla Nursery and Capital Linen Service. The Deputy Director-General City Services has administrative oversight for the ACT Public Cemeteries.

Chief Operating Officer Group

Chief Operating Officer - Cherie Hughes

Reporting to the Director-General, the role was responsible for improving corporate business operations including Governance and Ministerial Services, People and Capability, Safety and Wellbeing, Innovation and Customer Experience, Chief Information Office and Communications.

The Chief Operating Officer represents the Directorate at a variety of whole of government forums.

Finance, Legal and Sustainability Group

Chief Financial Officer - Craig Jordan

The Chief Financial Officer was responsible for the financial operations of TCCS as well as provision of legal and contract advice, procurement and associated services. The Chief Financial Officer overseas the Directorate's sustainability responsibilities and TCCS Sustainability Program.

Executive Remuneration

The ACT Remuneration Tribunal is an independent statutory tribunal with responsibility for setting the remuneration, allowances and entitlements for public officials in the ACT including the ACT Government. Further information can be found at the <u>ACT Remuneration Tribunal</u> website.

TCCS Governance

TCCS aligns its strategic direction and activities to whole of government priorities and the ACT Budget by ensuring a systematic approach to business planning and the subsequent monitoring of the Directorate's performance.

The *TCCS Governance Manual* continued to provide the framework to unify the Directorate into a streamlined entity to best serve the community. Central to the governance arrangements is effective leadership, management and accountability within TCCS to make informed and accountable decisions with a customer focus.

Supporting the governance framework is the TCCS Strategic Plan 2017-2020; the embedded ACTPS Performance Framework; the TCCS committee structure and comprehensive reporting. The ongoing development of the Quality Management System will be a key component to support governance in TCCS.

Planning Framework

TCCS Strategic Plan 2017-2020

The TCCS Strategic Plan 2017-2020 outlines TCCS's overarching strategic direction, including areas of focus and high-level indicators of success.

It is structured around three high level objectives:

- > deliver customer centric outcomes;
- > improvements in safety and delivery; and
- > good governance and rewarding careers.

The plan informs the work in TCCS from day to day tasks to high level policies. It also directly influences business planning and individual employee performance plans.

Performance Framework

TCCS actively participates in the ACTPS Performance Framework (Performance Framework) which sets out the objectives for performance management and development of ACTPS employees.

TCCS endorses the Performance Framework and commits to providing regular and effective performance feedback to employees that identify development needs and opportunities in line with broader business objectives.

This year the TCCS Manager Capability Framework was launched. It aims to equip Senior Officers Grade (SOG) A and B (and equivalents) with the tools to effectively undertake their roles and contribute to TCCS's strategic direction.

The Performance framework has been developed in consultation with managers and executives from across TCCS through a series of focus groups. The Performance Framework describes the required knowledge, skills and capabilities to be demonstrated by all SOG A and SOG B managers across the Directorate, and includes an assessment tool to assist in professional development, capability planning, succession planning and recruitment.

The Director-General is responsible for ensuring all employees have a performance plan in place that is linked to the achievements of their team business unit goals and TCCS's objectives, and for these plans to be reviewed bi-annually. For executives, these agreements are formalised through their executive contracts.

Aboriginal and Torres Strait Islander Reporting

TCCS Reconciliation Action Plan (RAP)

The ACT Government's commitment to reconciliation is outlined in the Aboriginal and Torres Strait Islander Agreement (the Agreement). In support of the Agreement, TCCS launched its first Innovate RAP in September 2016.

In 2017-18 key achievements included:

> a flowerbed design celebrating reconciliation was planted at Vernon Circle, Civic, for the period covering Reconciliation Week 2018 until the end of NAIDOC Week 2018. The design was endorsed by the United Ngunnawal Elders Council and featured the Ngunnawal word 'Galambany' (meaning 'we, including you'). A planting ceremony was held in May 2018, attended by the Minister for Aboriginal and Torres Strait Islander Affairs,

Rachel Stephen-Smith, members from the Aboriginal and Torres Strait Islander Elected Body, the TCCS Director-General, the TCCS RAP Implementation Working Group and TCCS employees;

- > three TCCS trainees recruited through the whole of government Indigenous Traineeship Program in February 2017, concluded their traineeships in May 2018. All three were appointed with one being promoted to an AS02 position;
- > participation in the whole of government Australian School Based Apprenticeships program and creation of three opportunities in finance, the bus operations workshop and Roads ACT for Aboriginal and Torres Strait Islander students;
- > the 2018 Director-General's Awards included a new category, the Reconciliation Award. The award acknowledged the contribution of a TCCS employee to TCCS's reconciliation journey;
- > along with the continuation of mandatory Aboriginal and Torres Strait Islander Cultural Awareness training for senior managers and above, in November 2017 TCCS began offering a half-day On-Country Cultural Appreciation Tour. The program offers an introduction to Ngunnawal country, the Traditional Owners of the lands and waters in Canberra and region, Ngunnawal language, local bush tucker and the impact of non-Indigenous land management practices over the centuries. The program is open to all TCCS employees; and
- > started development of the second TCCS RAP with a series of Yarning Together workshops across the Directorate.

TCCS Diversity Employment Strategies for Aboriginal and Torres Strait Islanders

TCCS recognises Canberra as a diverse community and acknowledges that a workforce that reflects this diversity better serves through different experiences and provides excellent customer services to the people of our city and region. Aboriginal and Torres Strait Islander employees can provide expertise and insight into government policies and connecting with the community.

TCCS continues to implement a range of diversity employment strategies to reach the targets set by the Head of Service for the employment of Aboriginal and Torres Strait Islander peoples. The strategies focus on four key areas including leadership and planning; attracting and recruiting a diverse workforce; developing and retaining a diverse workforce; and improving workforce diversity data.

Statistical information about TCCS Diversity Employment Strategies can be found in Section B.8 - Human Resource Management on page 75.

Aboriginal and Torres Strait Islander Community Bus Program

The Aboriginal and Torres Strait Islander Community Bus Program (the bus program) continued to provide an ondemand transport service to vulnerable Aboriginal and Torres Strait Islander people. The program seeks to provide services to those who are unable to access regular public transport options and are at risk of social isolation, thereby allowing them to remain active within the community.

A total of 4,363 passenger trips were recorded in 2017-18 with members of the community who utilised the bus program being elders groups, juvenile and justice support groups, family groups, individuals accessing medical appointments and those who wished to attend significant cultural events including interstate funerals, and local and interstate social and sporting events.

The bus program operated in line with the Aboriginal and Torres Strait Islander Community Bus guidelines providing opportunities for the buses to be used for community work by volunteers outside business hours. In the reporting period the buses were used on 107 occasions under these guidelines.

Aboriginal and Torres Strait Islander Community Engagement **Programs and Activities**

Libraries ACT offered a range of opportunities to share and celebrate the Aboriginal and Torres Strait Islander cultures including for International Mother Language Day, a story time featuring the Ngunnawal language.

Libraries also participated in the annual Tracks to Reconciliation program and hosted a photographic exhibition called "Serving Country", which shared the stores and experiences of Aboriginal and Torres Strait Islander men and women who served in the Australian Defence Forces.

Internal Accountability

Refer to pages 13-14 for the TCCS organisational chart and the responsibilities of the TCCS Executive Board members.

Significant TCCS Committees for 2017-18

TABLE 1: TCCS COMMITTEES FOR 2017-18

Name of Committee	Role of Committee
TCCS Executive Board	Meets weekly to share information and decision making and provide an update on issues across the Directorate.
TCCS Strategic Executive Committee	Meets monthly to discuss matters relating to the strategic direction of the Directorate and compliance issues.
Audit Committee	Meets quarterly and is responsible for the management of TCCS's audit program and activities. Refer to Section B.5 – Internal Audit for more information.
Work Health and Safety Steering Committee	The peak health and safety committee within TCCS. The Committee meets quarterly to discuss issues and initiatives at a directorate level. Refer to Section B.7 – Work Health and Safety for more information.
TCCS Consultative Committee	Forum for consultation between TCCS employees and unions and aims to meet quarterly.
TCCS Finance Committee	Provides leadership and direction in financial strategy and financial management of the Directorate, and meets monthly.

Light Rail and Parkes Way Project Board

The Light Rail and Parkes Way Project Board is an advisory board governed by the Light Rail and Parkes Way Project Board Charter. It focuses on high-level strategic considerations for the light rail and Parkes Way projects and throughout the reporting period, the Board met monthly.

TABLE 2: MEMBERS AS AT 30 JUNE 2018

Individual	Role on Board
John Fitzgerald	Independent Chair
Under Treasurer, Chief Minister, Treasury and Economic Development Directorate	Deputy Chair
Michael Kerry	Independent member
Director-General, Transport Canberra and City Services	Member
Director-General, Justice and Community Safety	Member
Director-General, Environment, Planning and Sustainable Development	Member
Representative from City Renewal Authority	Member
Representative from the Suburban Land Authority	Member

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

What our Customers told us

satisfied or very satisfied with the performance of **TCCS**

very satisfied the overall performance of TC bus

very satisfied the maintenance of street trees

satisfied or very satisfied with the management of town and district parks

very satisfied with resource management very satisfied with the road network

satisfied or very satisfied with **Libraries ACT**



very satisfied with maintenance of sports grounds

very satisfied with the general look and feel of local suburban shopping centres

Highlights for 2017-18

During 2017-18, TCCS provided a diverse range of services to the ACT community to help Canberrans move around the city and to provide efficient and high quality city services.

Customers and Community

- > achieving 18.9 million bus boardings across the Transport Canberra public transport network;
- > commencing the Better Suburbs community engagement process including hosting of a Citizen's summit to prepare a Better Suburbs Statement;
- > providing the 2018 Special Needs School Transport Network to deliver more than 370 students with disability to 46 schools in Canberra and the Flexibus Service that provides on-demand transport for older Canberra residents;
- > opening of the new Gungahlin Bus Station to allow integration of bus and light rail services;
- > active travel community engagement activities including Canberra Walk and Ride Week, Walk to Work Day, Ride to Work Day, Big Canberra Bike Ride and the Ride Sally Ride Women on bikes;
- > continuing with the upgrade of shopping centre areas, public toilets, playgrounds and sportsgrounds;
- > upgrades to Fix My Street to provide an easy and convenient way for the community to report or raise a concern about their suburb, amenity or services including being able to check to see if someone else has already reported it via the interactive map;
- > continuing the work experience program with Black Mountain School at Yarralumla Nursery and the social procurement contract with Koomarri;
- > supporting community events by providing free bus travel including to the 2018 Royal Canberra Show, and more late night rapid buses for the National Multicultural Festival;
- > free bus travel for Seniors Card holders all day during Seniors Week, and a trial of free off-peak travel for seniors and concession card holders using MyWay cards;
- > hosting by Libraries ACT of a number of free events celebrating cultures from around the world as part of the National Multicultural Festival:
- > free photographic exhibition *Serving Country*, at the Civic Library to acknowledge and recognise the contributions of Aboriginal and Torres Strait Island men and women who have served or are currently serving in the Australian Defence Force;
- > Galambany flowerbed design at Vernon Circle in Civic for Reconciliation Week;
- > completing a new cricket indoor facility at Phillip oval;
- > continuing the Aboriginal and Torres Strait Island Community bus program;
- > presentation of rainbow buses for the ongoing support for the rights of the LGBTIQ community in Canberra; and
- > upgrading floodlights at Kambah and Calwell ovals, and toilets, change rooms and kitchen areas at Dickson and Phillip pavilions.

Innovation, Safety and Sustainability

- > School Crossing Supervisor program commenced at 20 crossing sites to increase safety for children around ACT schools and to lessen parent concerns about safety;
- > successful rollout of green bins to Tuggeranong;
- > launching the container deposit scheme with nine drop off points including two bulky depots and seven express points;
- > identifying the ACT Government preferred alignment for the second stage of light rail between the City and Woden, and early planning activities;
- > commencing a seven-year Energy Performance Contract for the provision of ongoing operations and maintenance of the Territory's streetlights with expected outcomes for energy efficiency replacements to LED luminaires, improved maintenance efficiency, and improved data acquisition and control systems with potential smart city applications;

- > releasing the proposed new integrated public transport network;
- > successful duplication of Cotter Road from Yarralumla to John Gorton Drive in Molonglo, and Ashley Drive from Erindale to Johnson Drive;
- > commencing a bike stop program and working with business to extend the program;
- > demonstrating the first fully automated bus in Canberra City centre;
- > commencing an electric bus trial;
- > bike barometer installed to identify numbers of cyclists using cycle ways;
- > delivery of the first light rail vehicles and testing started on main line;
- > providing a Nightrider bus service in conjunction with Uber throughout December 2017; and
- > a joint submission with the NSW Government to the Commonwealth Government in connection with further rail services between Canberra and Sydney.

Good Governance and Performance

- > developing new animal welfare provisions in the *Animal Welfare Act 1992*;
- > purchasing new fleet including ensuring they are compliant with the Disability Discrimination Act 1992 (Cwth);
- > new Clear Weight Point of Sale system at weighbridges at the Mugga Lane, Mitchell and West Belconnen Resource Management Centres;
- > trialling of speed detection signs;
- > business process review of the ministerial correspondence process to improve our ability to respond to our community and implemented a Ministerial Module of Objective, digitalising workflows to streamline the process for Ministerial, Assembly and Cabinet tasks. This will improve our ability to strategically manage these tasks efficiently and provide comprehensive reporting, to better meet the expectations of our customers and Ministers:
- > developing a Procurement and Contract Management Assurance Framework that involves conducting reviews of a sample of procurement activities and contracts to ensure that the processes are conducted in accordance with legislative and policy requirements; and
- > internal efficiency programs to reduce red tape, and to provide faster and more accurate information to aid in decision making and transparency including a faster month end process whereby the financial month-end close is completed on the fifth working day of the new month instead of the normal 10-12 days.



Container Deposit Scheme launch

Rike Rarometer

Our 2018-19 Priorities

TCCS's 2018-19 priorities continue to be focused on improving the customer experience and strengthening our community through innovation and safety.

Customers and Community

- > green bin rollout to Belconnen residents in September 2018 and many parts of Canberra, Woden, inner North, inner South and Gungahlin by mid-2019;
- > introducing a new bus network that provides the community with enhanced service frequency and rapid route coverage;
- > delivering the first stage of light rail between the City and Gungahlin and progressing early planning works for City to Woden light rail corridor;
- > investigating new stormwater infrastructure including early and detailed planning;
- > enhanced city services including mowing, lake and pond cleaning, graffiti management, weed control, tree maintenance, bus shelter cleaning and focussed maintenance at major entry roads to the ACT including the airport;
- > development of a journey planner tailored to the ACT which will combine our bus, light rail and Active Travel networks to provide our community with accurate information on the travel options which best suit their needs and empower everyone to get around Canberra in the way that's best for them;
- > restoring the Higgins Neighbourhood Oval to augment the supply of hireable sportsgrounds in West Belconnen;
- > replacing the current synthetic surface at the Nicholls Neighbourhood Oval to improve playability due to wear and tear on the existing surface;
- > sportsgrounds restoration of the Boomanulla enclosed oval including restoring and revitalising the main building, community area and Garden of Achievement to return it as a focal point for indigenous cultural, community and recreational activities;
- > undertaking a feasibility study for eight microparks to identify suitable locations;
- > continuing to ensure sportsgrounds in the ACT are maintained to a high standard by providing additional irrigation;
- > undertaking priority bus stop infrastructure upgrades across the ACT to facilitate the expansion of rapid bus services across Canberra;
- > continuing the operations of the flexible transport office to meet the needs of passengers who have difficulty in using available fixed route public transport services;
- > under the Intersection Improvement Program upgrading the Ginninderra Drive/Tillyard Drive, Tillyard Drive/ Lhotsky Street and Kuringa Drive/Owen Dixon Drive intersections;
- > constructing the Ernest Cavanagh Street extension in Gungahlin;
- > ensuring Canberrans have access to high quality library services;
- > improving animal welfare and management through delivery of a pet census/survey, expansion of the voucher system to subsidise cat de-sexing, and continuation of the existing Service Funding Agreement with the RSPCA;
- > more connected and identifiable off road cycle network;
- > expanding the Active Streets for Schools program;
- > continuation of the free travel program for seniors and eligible concessional MyWay card holders in off-peak periods for a further 12 months; and
- > continuing the existing bulky waste service for concession card holders for a further two years and providing new funding for GIVIT, a not-for-profit organisation that facilitates the recycling of household items to assist families in need.

Innovation, Safety and Sustainability

- > improving and expanding pedestrian and cycling infrastructure that is safe, sustainable, attractive to the community and easy to use including construction of the Belconnen bikeway to connect the University of Canberra and the Belconnen Town Centre:
- > Stage 2 duplication of Horse Park Drive including a number of safety features to ensure children are safe on their way to and from school including an indented bus bay to improve driver sight; signalised pedestrian crossing at the existing intersection near the Amaroo playing fields; and reduced speed limit of 90 km to 60 km to ensure the safety of school children;
- > planting of an additional 1,330 additional trees in Canberra's residential streets to help reduce the heat island effect in urban areas:
- > adopting the World Health Organisation Health Economic Assessment Tool (WHO HEAT) to estimate the value for reduced mortality that results from regular walking or cycling;
- > undertaking early planning to review safety issues associated with pedestrians and parking on Beltana and Kallaroo Roads in Pialligo;
- > preliminary planning and contractual works with a view to constructing a light rail stop in Mitchell in 2018-19;
- > investigating and designing the rehabilitation of the Northbourne Avenue northbound carriageway pavement between Macarthur Avenue and Mouat Street, Lyneham;
- > entering into a contract for a new ticketing system;
- > implementation of a WHS Management System in line with best practice keep our people and community safe whilst delivering our services; and
- > undertaking final design and construction planning for the duplication of William Slim Drive from the Barton Highway to Ginninderra Drive to include a new carriageway, on-road cycle lanes and a bridge over Ginninderra Creek.

Good Governance and Performance

- > undertaking a design phase of a Customer Service request management platform to provide a workforce management system to interact with customers in the provision of municipal services;
- > implementing an ArcGIS Enterprise mapping and analytics platform for producing maps and capturing geographic information as well as providing for data management and storage;
- > implementation of the Objective electronic document record management system in readiness for a paper-lite work environment and move to the Dickson Office building when it is completed; and
- > reviewing and further developing waste management regulatory reforms under the Waste Management and Resource Recovery Act 2016, including implementing a new waste management regulatory system.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.



B.2 - Performance Analysis

A customer perspective

The Directorate is committed to improving customer experience, strengthening community engagement and improving liveability and social inclusion through the delivery of high quality services. It strives to achieve high customer satisfaction, positive resident perceptions, and increasing community awareness of our services and responsibilities.

TRANSPORT Strategic Objective 1 - Improve customer experience with public transport and drive an increase in patronage.

The Directorate has a strategic objective of improving the customer experience of public transport and attracting new customers through high quality, friendly and reliable services. The Directorate will pursue targeted investment and business reform to improve the overall performance of the business.

The reader should note that targets and accountability indicators will be adjusted following the introduction of light rail where appropriate.

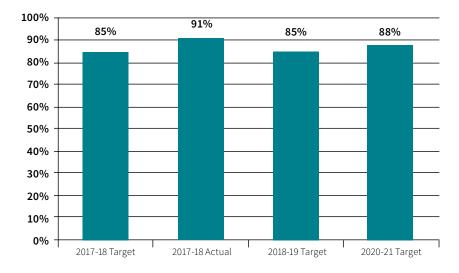
Strategic Indicator 1.1: Customer satisfaction

Create a customer-centric culture that enables the strategic aspiration of being a leader in customer service by rewarding and encouraging positive customer-orientated behaviour. This is achieved through:

- > delivering customer service training for all frontline staff;
- > developing and implementing a rewards and recognition program for strong performers; and
- > establishing customer experience Key Performance Indicators for introduction across all levels of Transport Canberra.

The Directorate has three years remaining of the five year target set in the 2016-17 Budget to measure customer satisfaction with the ACTION bus network to reach an 88 per cent satisfaction rate by 2020-21.

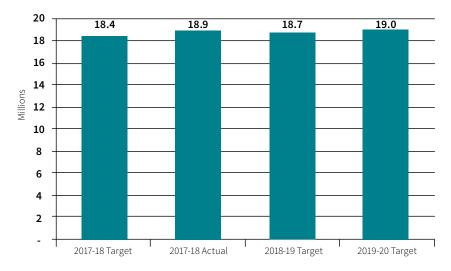
FIGURE 2: CUSTOMER SATISFACTION RESULTS AND TARGETS



Strategic Indicator 1.2: Patronage

The Directorate has an objective of increasing patronage of public transport as part of achieving Transport for Canberra – Transport for a sustainable city 2012-2031. To support this patronage growth objective the Directorate has a target of continuing to increase bus patronage.

FIGURE 3: PATRONAGE RESULTS AND TARGETS



Strategic Indicator 1.3: Service reliability

Public transport customers place a high importance on the reliability of public transport services. Customers need to be able to rely on their services arriving on time. This is a key element towards supporting customer satisfaction and providing a service that users of public transport will recommend to non-users.

Service reliability is measured through two key ACTION accountability indicators:

- > services operated to completion a measure of whether the bus arrives and completes its schedule service; and
- > on-time running a measure of whether the bus leaves between 1 minute early and 4 minutes late from the scheduled timetable.

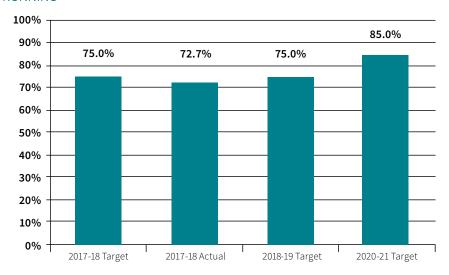
The Directorate has three years remaining of the five year target set in the 2016-17 Budget of services operated to completion of 99.6 per cent and on-time running of 85 per cent by 2020-21.

While there are a number of factors that affect reliability, the condition of the bus fleet is a key factor. Achieving the Directorate's targets will require targeted and ongoing investment in elements such as the bus fleet replacement strategy and the asset management strategy.

FIGURE 4: SERVICES OPERATED TO COMPLETION



FIGURE 5: ON-TIME RUNNING



Strategic Indicator 1.4: Provide high quality services to meet social needs

To meet the needs of disadvantaged members of our community, the Directorate provides transport services such as Special Needs Transport and the Flexibus initiative. The Directorate also continues to update its bus fleet to provide access to passengers with a disability.

Further areas of performance includes:

- > customer satisfaction with the services; and
- > the access to mobility services.

CITY SERVICES Strategic Objective 1 - Deliver high quality city services.

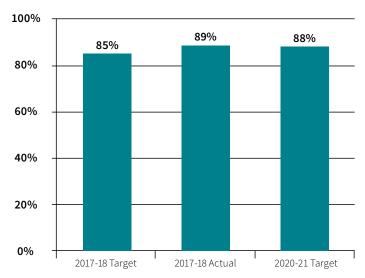
TCCS has a strategic objective of ensuring that city services are consistently of high quality, timely, effective and cost efficient and meet the needs of the community. It is committed to ensuring that the city is well maintained and its assets protected, and that members of the community have the opportunities to participate in the decision making process.

Strategic Indicator 1.5: Customer satisfaction continues to demonstrate improvement

Overall customer satisfaction with the Directorate's city services is measured through a customer satisfaction survey related to the Directorate's core service delivery responsibilities including library services, infrastructure services, waste collection, parks and open spaces.

The Directorate has three years remaining of the five year target set in the 2016-17 Budget to measure customer satisfaction with services to reach an 88 per cent satisfaction rate by 2020-21.

FIGURE 6: CUSTOMER SATISFACTION WITH SERVICES



Strategic Indicator 1.6: Satisfaction with community engagement continues to demonstrate improvement

The Directorate undertakes a wide range of community engagement activities including public meetings, forums, online and hardcopy surveys, telephone surveys, discussion groups, focus groups, seminars and workshops utilising local and social media.

The satisfaction with community engagement is also measured through the annual community survey, which asks the respondents if they have engaged with TCCS on any matter during the last 12 months. For those that responded "yes", they are then asked to rate their satisfaction.

The Directorate has three years remaining of the five year target set in the 2016-17 Budget to measure customer satisfaction with community engagement to reach an 85 per cent satisfaction rate by 2020-21.

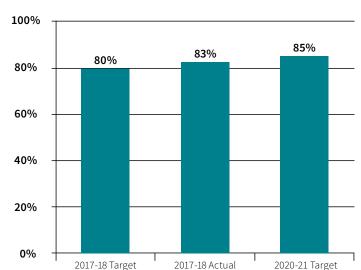


FIGURE 7: CUSTOMER SATISFACTION WITH COMMUNITY ENGAGEMENT

An internal business perspective

As the Directorate works to ensure that its services are consistently of high quality, are timely, effective and cost efficient, and meet the needs of the community, we seek out better ways to deliver our services and improve our effectiveness and efficiency through optimising our business systems and processes.

TRANSPORT Strategic Objective 2 - Improve the efficiency of public transport

The Directorate has a strategic objective of improving the efficiency of public transport as part of ensuring that the community receives the value from the investment required to run bus and light rail services. This has two elements:

- > improving the efficiency of bus operations; and
- > generating revenue through well targeted fare structures and increasing market share.

The reader should note that targets and accountability indicators will be adjusted following the introduction of light rail where appropriate.

Strategic Indicator 2.1: Operating efficiency

Operating efficiency is a straightforward measure of the cost of providing bus services. The key accountability indicator for this is the bus network operating cost per network kilometre.

The Directorate has three years left of the five year target set in the 2016-17 Budget of reducing operating costs per network kilometre by five per cent from current levels. This is an improvement in operating efficiency of more than five per cent after taking into account CPI growth.

\$5.70 \$5.58 \$5.60 \$5.50 \$5.40 \$5.35 \$5.29 \$5.30 \$5.24 \$5.20 \$5.10 \$5.00 2018-19 2017-18 2019-20 2020-21 Actual Target Target Target

FIGURE 8: BUS NETWORK OPERATING COSTS PER NETWORK KILOMETRE

Strategic Indicator 2.2: Business performance

Business performance is a comparison between the amount of revenue generated by the business and the cost of running the business. The Directorate will introduce a long term business strategy for public transport that will progress organisational reform and provide a pathway for further service improvement.

The strategic indicator for business performance is the Government subsidy per passenger boarding, a measure that captures the overall financial performance of public transport.

The Directorate has three years left of the five year target set in the 2016-17 Budget of Government subsidy per passenger boarding of 71 per cent by 2020-21.

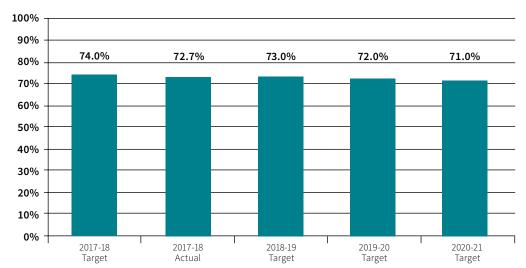


FIGURE 9: GOVERNMENT SUBSIDY PER BUS PASSENGER BOARDINGS AS A PERCENTAGE OF OPERATING COSTS

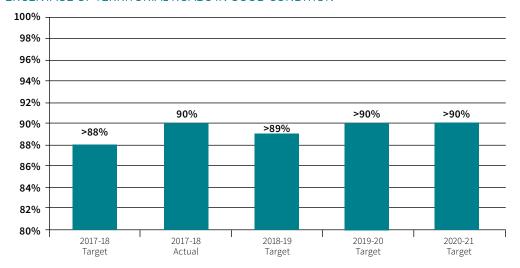
CITY SERVICES Strategic Objective 2 - Improved delivery of city services

Strategic Indicator 2.3: Percentage of territorial roads in good condition

The Directorate maintains 3,000 kilometres of road network across the Territory.

This maintenance program is guided by a Strategic Asset Management Plan which enables a long term view of asset management. This indicator is measured using an industry standard survey that assesses one third of the territorial road network annually.

FIGURE 10: PERCENTAGE OF TERRITORIAL ROADS IN GOOD CONDITION



An innovation perspective

Harnessing ideas, technology and data is just one of the ways that the Directorate will work towards achieving its objective of contributing to a sustainable city and improving liveability and social inclusion. We will strive to achieve sustainability targets, optimise technology, and ensure we develop services that meet the social needs of our community.

TRANSPORT Strategic Objective 3 - Drive innovation and a sense of excitement about public transport

The Directorate has a core goal of running an effective public transport network. The Directorate will take advantage of emerging trends in technology and deliver an exciting new public transport system.

Light rail is a key milestone for the Territory and will be fully integrated with the bus network. A modern ticketing system across buses and light rail will be a key deliverable for the Directorate at the commencement of light rail.

The use of public transport provides significant environmental benefits. The Directorate will support the environment through two key deliverables over the coming years: powering light rail by 100 per cent renewable electricity, and trialling electric buses.

Public transport plays an important social role by providing mobility to disadvantaged members of the community. The Directorate will work to ensure that its community transport services are effective and well targeted.

Strategic Indicator 3.1: Deliver light rail and integrate light rail with buses

The Directorate is responsible for ensuring that light rail is successfully operational in 2018-19. The Directorate is responsible for overseeing the construction works of light rail and contributing to the broader urban design work that will make the Gungahlin to the City transport corridor a success.

The Directorate will deliver a single ticketing system integrating light rail and the bus network.

Strategic Indicator 3.2: Reduce public transport related greenhouse gas emissions

Public transport plays an important role in helping meet the ACT's legislated greenhouse gas emissions targets.

Light rail will efficiently move large numbers of commuters along the Gungahlin to city corridor. In line with the Government's target of 100 per cent renewable electricity by 2020, light rail will be powered by 100 per cent renewable electricity.

The Directorate will work to make its fleet of bus vehicles modern and fuel efficient through the ongoing bus replacement program.

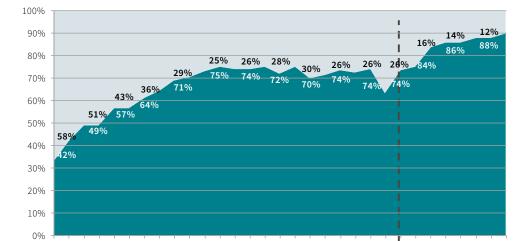
CITY SERVICES Strategic Objective 3 - A reduction in waste to landfill

A sustainable future is one of the Government's strategic themes, as outlined in our plan to achieve zero greenhouse gas emissions by 2045. Our goal is to limit the risks posed by climate change, while ensuring Canberra remains one of the most liveable cities in the world.

A reduction in the amount of waste – particularly organic waste – going to landfill is one of the strategic progress indicators.

Strategic Indicator 3.3: Reduction in waste to landfill as a proportion of the total waste stream

This indicator is calculated using the combination of weighbridge data of waste to landfill, and data provided by local resource recovery and recycling industries. The waste to landfill and resource recovery data is combined to provide a total waste generation level. The projections in Figure 11 below are showing the intention to reach 90 per cent resource recovery by 2025.



2010/11

■ Waste to landfill

2016/17

2018/19

2020/21

FIGURE 11: WASTE TO LANDFILL AS A PROPORTION OF THE TOTAL WASTE STREAM

994/95

1966/94

Note¹: The actual and projections do not include the impact of increased tonnage going to landfill as a result of the Mr Fluffy asbestos demolition program.

■ Resources recovered

2004/05

Output Class 1: Transport Canberra

Transport Canberra includes oversight of the construction of light rail, the Government subsidy paid to ACTION buses, and the strategic oversight of the public transport network, public transport asset management and the Active Travel Office.

In 2017-18 the key indicator of performance, patronage, is the highest on record for the second year in a row, exceeding the ACT Government's 2017-18 goal of 18.4 million passenger boardings by over 540,000. This is a single-year increase from 2016-17 of more than 640,000 passenger boardings.

The target for service reliability was also exceeded in 2017-18, recording a result of 99.6 per cent of total services delivered for the year against a target of 99.5 per cent. The actual cost per kilometre was \$5.58 against a target of \$5.45 – an additional 2.4 per cent for each of the 27,203,779 bus kilometres travelled in 2017-18; the actual cost per passenger was \$8.02 against a target of \$7.92 – an additional one per cent for each of the 18,941,758 passengers in 2017-18.

The first stage of light rail from Gunghalin to the city is currently being constructed.

Another strong focus in 2017-18 has been the New Bus Network. This New Network is part of a city wide integrated public transport network that can move people around Canberra effectively, providing a real alternative to the car. Improvements will include more rapid services across the city and better connections between town centres. It also increases the number of bus trips past schools giving students and their families more options for using public transport between home and school. The New Bus Network is due to commence in early 2019.

During 2017-18, preparation commenced for a new Transport Strategy to succeed the current Transport for Canberra policy. This will align with the reviews of the ACT Planning Strategy Refresh and new ACT Climate Change Strategy. The new Transport Strategy will look to future proof our transport system including predictions about how electric vehicles, automated vehicles, the 'internet of things' and the sharing economy will influence transport in the future.

Also during this period, the 2017 ACT Household Travel Survey was completed. The survey provided vital insights into the day-to-day travel behaviour of ACT and Queanbeyan residents. The insights from the survey will be used to monitor city-wide transport planning and investment decisions, and inform the development of a cohesive transport network that can service our growing population.

Achievements in 2017-18 included:

- > commencement of a trial into alternate energy buses in August 2017 which included an electric bus and a hybrid diesel bus. A further electric bus was added to the trial in June 2018. Information gathered from this trial of new technology buses will inform broader fleet replacement options into the future;
- > the first of 40 new buses procured to help service the New Bus Network have been delivered and the remainder will be received by December 2018. As well as increasing the number of bus services which can be offered across Canberra the new buses have increased efficiency and comply with the disability awareness guidelines, making them accessible for all Canberrans;
- > a demonstration of the Transdev EasyMile Autonomous Shuttle Bus along City Walk in the City Centre in November 2017;
- > working with Transport for NSW to commence development of a business case for a faster rail route between Canberra and Sydney;
- > development of the ACT Movement and Place Framework for Canberra which will support the strategic thinking in the new Transport Strategy and the ACT Planning Strategy refresh; and
- > contribution to important policy development and key transport topics for the ACT's transition to zero emission vehicles released through the ACT Government's Action Plan 2018-21.

Priorities for 2018-19 include:

- > continuing to improve the safety culture and compliance across the multiple worksites with varied operational hours within Transport Canberra, by introduction of a new safety hotline that allows staff from all areas of the business to immediately report any safety or wellbeing issues or suggested improvements to safety in a timely manner;
- > completion of the new Transport Strategy;

- > complete recalibration of the Canberra Strategic Transport Model undertaken every five years and including population and employment forecasts;
- > developing a new ACT Park and Ride Strategy;
- > undertaking an analysis of options for high speed rail corridors in and through the ACT, including the location of a future high speed rail station in Canberra. The analysis will inform work to formally identify and protect/reserve a corridor:
- > reviewing development proposals to ensure consistency with policy; and
- > continuing to provide advice and submissions into autonomous vehicles projects as they progress to the Transport and Infrastructure Senior Officials' Committee and the Transport Infrastructure Council for endorsement.



Light Rail Stage 1 (Gungahlin to the City)

Significant progress has been made on the light rail project, with construction near completion on the northern section of the line. Landscaping in these areas is well underway and several stops are near completion, including the Hibberson Street Terminus. TCCS is looking forward to moving into the testing and commissioning phase of the project, where this important phase will ensure light rail is fully functional and safe to carry passengers before services commence.

By the end of the 2017-18 the project had over 722 personnel working across all aspects of the project with more than 2,000,000 hours having been collectively worked by Canberra Metro, the Independent Certifier, and Transport Canberra at the end of June 2018. Design development has continued with 100 per cent of the designs submitted by Canberra Metro for review by the Transport Canberra Light Rail project team and the Independent Certifier as at 30 June 2018.

At the end of the 2017-18 financial year, construction activities had progressed to the southern corridor and focussed on finalisation of track slab installation with approximately 22 km (87 per cent of total) installed, as well as rail track rollout at approximately 12.5 km (50 per cent of total). Other works include completion of tunnelling and reinstatement of road and pedestrian pavements and connection to traction power stations. The 13 light rail stops (including termini) are now having canopies installed and Mitchell Depot's fitout is nearing completion.

Over 30 per cent of the 1,200 plus trees grown at the Yarralumla Nursery have now been planted where construction work sites have been progressively completed from north to south; landscaping activities generally follow this same finalised construction completion and tree planting progression. However, 550 of these trees are being saved for the finalisation of project works along Northbourne Avenue itself.

Intersection closures remain closely monitored during construction works, at hours which minimise impact on both traffic and local residents, in addition to light rail vehicle testing and commissioning. Light rail testing on the rail track commenced undergoing specific night rail track examination. Of the 14 light rail vehicles ordered from

the manufacturer in Spain, seven had been delivered by 30 June 2018, and reside at the Mitchell depot when not involved in testing.

The project continued to recognise the importance of community and business consultation with regular presentations and media updates an important focus.

Local industry participation targets are on track with over 55 per cent of current procurement packages being awarded to local businesses against a target of 50 per cent, with a number of procurement packages still to be awarded. Currently, 78 per cent of the construction workforce is made up from the local area, against a target of 70 per cent.

The project remains on schedule for completion in late 2018 with wider public transport and traffic signalling integration works underway to ensure a seamless operation from day one.

Light Rail Stage 2 (City to Woden)

Following original project scoping works including a public engagement and a consultation program to gain feedback on potential routes, alignment, and locations of public interest along the proposed corridor, development of the definition design was provided to Government in December 2017.

A subsequent Transport Canberra presentation was made to the Joint Standing Committee on the National Capital and External Territories on 26 March 2018. On 10 May 2018 the Joint Standing Committee on the National Capital and External Territories agreed to inquire and report on Commonwealth and Parliamentary approvals for the light rail project. TCCS provided a submission response to the inquiry on 15 June 2018.

Active Travel

Census data from 2011 to 2016 showed an increase in walking and cycling in the ACT with Canberra having the highest cycling mode share of any capital city in Australia. This increase aligns with the ACT Government's ambition to be Australia's most walkable city and cycling capital.

Some of TCCS's achievements relating to active travel during 2017-18 include:

- > installation of Canberra's first bike barometer in O'Connor to measure cyclist numbers daily and annually, and provide real time information to the community and government;
- > development of a policy and regulatory framework for dockless bike share, including guidelines for prospective operations on protection of the public realm and compliance with applicable laws and regulations;
- > launch of the Bike Stop program a collaboration with bicycle friendly businesses to allow cyclists to use their facilities to change, refresh or store cycle gear;
- > community engagement activities to normalise active travel, including Canberra Walk and Ride Week, Walk to Work Day, Ride to Work Day, Big Canberra Bike Ride and the inaugural Ride Sally Ride Women on Bikes in partnership with Jean Hailes Women's Health Week;
- > the rollout of additional bike racks at Braddon;
- > completion of path extension works along Wells Station Drive at Franklin; and
- > completion of upgrades to the Stirling Avenue walkway at Watson.

The School's Program saw the launch of the School Crossing Supervisor Program at 20 crossing sites in the ACT and implementation of the Active Streets for Schools program, making the environment around schools safer for children to ride, walk, scooter or skate.

Priorities for 2018-19 include:

- > undertaking a six-month trial of dockless bike share;
- > release of an End of Trip facilities management guide;
- > release of cycling and walking maps;
- > ongoing work in raising the profile and presence of active travel;
- > expansion of the Active Streets for Schools program;
- > delivering infrastructure improvements as part of the Active Streets program; and
- > progressing the development of school traffic management plans.

Output Class 2: City Services

Output 2.1: Roads and Infrastructure

Management of the Territory's road and associated assets, stormwater infrastructure, community paths, bridges, traffic signals, streetlights and car parks. This output also includes the provision of asset information services, capital works and development approvals relating to the acceptance of new infrastructure assets.

Road maintenance and safety - road resealing

At 30 June 2018, Roads ACT was responsible for the maintenance of 6,992 lane km, or over 23.7 million square metres of surfaced roads within the ACT. Approximately one million square metres of resurfacing (425,000 square metres of Territorial road network and 575,000 square metres of the Municipal road network) was carried out in 2017-18.

2017-18 funding resulted in 5.5 per cent of the Territorial road network and 3.5 per cent of the Municipal road network being resurfaced. This indicates that the resurfacing program performance for Territorial roads (5.3 per cent or 412,991sg/km) was met, however the result for Municipal Streets (3.5 per cent or 575,287/km) was slightly below target.

Innovative and eco-friendly road resurfacing treatments

TCCS continued to adopt innovative treatments to provide a sustainable road network. These included:

- > reclaimed asphalt pavement in all asphalt overlays and patching at the rate of 15 per cent in 2017-18;
- > 90 per cent of all bitumen used for resealing contained 20 per cent scrap rubber such as car tyres;
- > warm mix asphalt was used on selected works. When the product is manufactured less heating of the material is used which saves carbon dioxide emissions:
- > geotextile fabric under the Cape seal was trialled on the Tuggeranong Parkway in March 2018. Cape seals are reseals covered by micro-surfacing that have been used for noise mitigation on arterial roads; and
- > rejuvenation treatment as a preventative treatment for early intervention, however it can only be applied on low trafficked municipal roads. This is a coating on an existing surface to extend the life.

Heavy patching rationale

Where large sections of the road surface have degraded beyond the service level of regular preventative maintenance, heavy patching is used to fix the road. In this case the underlying pavement layers are exposed, compacted and asphalt is applied to the affected area.

Areas that often require this treatment include areas frequented by regular heavy vehicles such as along the freight and bus routes. During 2017-18, 50 sites around the ACT were treated with heavy patching.

Sustainability - Improvements to the management and operations of public lighting

The ACT Government owns more than 80,000 lights on streets, footpaths, arterial roads and in various public parks and other open spaces around the ACT. Public lighting is the ACT Government's highest use of electricity (25 per cent) and produces 18 per cent of the government's greenhouse gas emissions. The Carbon Neutral Government Framework noted the importance of energy efficiency upgrades of street lighting.

On 1 May 2018 the ACT Government entered into a seven year Energy Performance Contract which will provide the ongoing operations and maintenance of the Territory's streetlights. The streetlight network is managed under a fixed term outcome-based contract, with expected outcomes for energy efficiency replacements to LED luminaires, improved maintenance efficiency, and improved data acquisition and control systems with potential smart city applications. Replacing light fittings to LEDs will significantly improve the energy efficiency of our streetlights and, by the end of the seven years, provide energy savings and reduced energy consumption.

The Energy Performance Contract provides a complete management solution for streetlights, delivering energy efficiency upgrades, as well as a platform for future Smart City options.

Through improved energy efficiency, the Territory will consume less electricity and significantly reduce its greenhouse gas emissions. Upgrading the ACT's streetlights will give us a safer, more sustainable city.

New systems to support improved efficiency

In 2017-18, TCCS procured a new asset management system that will be implemented during the next reporting period. The new system will integrate asset, financial and customer service systems and enable advanced asset management functionality, including asset optimisation analysis.

City Presentation has realised efficiency benefits through the adoption of digital technology, including improved customer services and business processes. The introduction of field-based devices and improved connectivity is transitioning City Presentation field employees to a paperless environment where information is captured directly into government systems in real-time and then work tasks can be assigned remotely, reducing the time to address customer identified issues.

Capital works and development support

In 2017-18 there were a number of major capital works achievements including:

Aikman Drive, Belconnen duplication

TCCS duplicated Aikman Drive, between Ginninderra Drive and Emu Bank. The upgrades improved access and traffic flow on this busy link road which was opened to traffic in late 2017. The project also included signalisation of the intersection with Joy Cummings Place and Thirriwirri Street, providing access to the new University of Canberra Hospital.

Dickson Bus Station

The Dickson Bus station constructed on the extension of Cape Street, between Northbourne Avenue and Challis Street is now in operation. The bus station provides for two-way bus traffic only, providing two bus platforms and a hub for bus users. The bus station will provide a transfer station for patrons when the Dickson light rail stop comes into operation.

Gungahlin Town Centre

Significant improvements to the town centre including a new bus interchange adjacent to the light rail terminus and construction of the Hibberson Street one way shared zone.

Cotter Road duplication

Cotter Road is a major arterial road connecting the Molonglo Valley and Weston Creek eastbound to the rest of Canberra. The developments in the Molonglo Valley are expected to increase traffic on this important link in the road network. This project completes the duplication of Cotter Road between Dudley Street Yarralumla and John Gorton Drive in Molonglo.

Noise walls have been completed adjacent to the Curtin residential area and the ACT Equestrian Park to mitigate traffic noise from the duplicated carriageways.

Ashley Drive duplication

Ashley Drive is an arterial road located in Canberra's south and provides an important link between Johnson Drive in Richardson and Sternberg Crescent, Wanniassa.

The duplication of Ashley Drive, from Erindale Drive to Johnson Drive, to a dual carriageway significantly improves traffic capacity, peak traffic flow and associated cycle and footpath infrastructure through improvements to the off road cycle paths and footpaths. Work was substantially completed at the end of June 2018.

Sutton Road, Pialligo upgrade

The rehabilitation of 2.9 km of Sutton Road commencing from the intersection of Sutton Road with Pialligo Avenue was completed.

Weston Creek Group Centre

An upgrade to Trenerry Square was completed to improve the public realm landscape, pedestrian connections and safety in the centre with new shade structures, park furniture, paving and grassed area as well as new trees and shrubs.

Tuggeranong Town Centre

The first stage of construction to Anketell Street was completed with improvements made to the entry area of the laneway link to Lake Tuggeranong. A forward design was also completed to guide the future construction project that will upgrade the full length of the laneway to the lake. The second stage of the Anketell Street upgrade has completed the designs for construction in 2018-19, that will further improve the public realm for town centre visitors and for walking and cycling.

A new local park in Giralang

The construction of a natural play space and amphitheatre was completed in the area adjacent to the local shops in Giralang. The park will provide a focal point for local community to be active and to socialise.

Erindale Group Centre

The upgrade of Gartside Street south has been completed providing improved safety and facilities for locals with better car parking, pedestrian paths and roadside space.

Weston Creek fenced dog park

The Weston Creek dog park was completed and provides a safe and sociable dog exercise area for residents of Molonglo, Weston Creek and Woden.

Phillip Oval upgrade

Work at Phillip Oval neared completion with the upgrade undertaken in partnership with AFL NSW/ACT and Cricket ACT. The scope of work included the construction of new cricket facilities which will become the home of Cricket ACT. It comprises an indoor practice centre, Cricket ACT offices and outdoor cricket nets with turf wickets.

Work also included the extension of the existing pavilion to enlarge the overall footprint and the construction of a second level. The upgraded facility will become the home of AFL NSW/ACT and includes: a new community area; a multi-purpose room; AFL NSW/ACT offices; coach, scorer and umpire rooms; and upgraded change rooms and canteen.

Calwell lighting installation

New match play has been installed at Calwell District Playing Fields. The works included the installation of four new 22m light towers supporting an LED lighting system that generates lighting levels (200 lux) to facilitate elite match play competition. It is the first time that LED lighting has been used to illuminate an ACT Government sportsground and it is anticipated that this technology will achieve environmental benefits and financial efficiencies into the future.



Processing of applications for land development works

During 2017-18, TCCS received 5,105 land development submissions, 3.9 per cent more than the previous year's total of 4,915. A total of 4,903 submissions, including Land Access and Activity Notices (LAAN) were processed in the reporting period and of those, 4,563 (93.1 per cent) were processed within the target timeframes.

Development Applications (DA), Building Applications (BA) and LAAN have a statutory turnaround time of 15 days. During the reporting period 3,472 applications were received, of which 3,297 were processed, and 3,088 (93.7 per cent) were processed within the target timeframe.

Post Development Applications (Post DA) submissions have a 20 day turnaround time agreed with industry. During 2017-18, 1,606 submissions were received of which 1,475 (91.9 per cent) were processed within 20 days and 1,209 (75.2 per cent) within a 10 day period.

TABLE 3: LAND DEVELOPMENT SUBMISSIONS

Submission types	2016-17	2017-18	% + / -
Submissions			
Estate development plans and planning submissions	464	414	-10.8
Design acceptance	519	538	3.6
Operational acceptance	435	446	2.4
Final acceptance	328	236	-28.0
Sub-total	1,746	1,634	-6.5
Applications			
Development applications	1,932	1,466	-24.1
Building applications	1,237	1,259	1.8
Land Access and Activity Notice	n/a	747	n/a
Sub-total	3,169	3,472	9.6
Total	4,915	5,105	3.9

Activities completed in 2017-18 included:

- > implementation of the digital submission system. Additional processes are being reviewed to realise further efficiencies from this system improvement;
- > a new development application reference document <u>Ref 06A Requirements for design review submission infill developments</u>, and the review of the existing <u>Drafting Requirements for Summary Drawings</u> reference document; and
- > review of traffic generation rates for multi-unit developments in and around town centres and key transport corridors for inclusion in the Territory Plan.

Priorities for 2018-19 include:

- > developing and implementing policies and procedures to assist the telecommunications industry with the implementation of Small Cell Network infrastructure;
- > developing and implementing processes for electronic assessment of design submissions;
- > providing improved customer service and encourage further innovation from industry and developers; and
- > reviewing and updating the development application reference document for design acceptance (Document 06 for Design Acceptance).

Output 2.2: Library Services

Provision of library services to the community through Libraries ACT's branches, home library service, the ACT Virtual Library and the Heritage Library.

Libraries ACT is made up of nine public libraries located across Canberra, the Home Library Service and the ACT Heritage Library, as well as a suite of electronic resources known as eResources. Approximately 67 per cent of the ACT population are registered members of Libraries ACT.

The library celebrates reading and literacy; contributes to literacy and language development in our city; and offers access to a collection of 547,389 items in various formats.

Within the reporting period, Libraries ACT loaned 2,199,554 physical items, plus 425,289 eResources. Libraries ACT also coordinated monthly deliveries of books, audio books and other material to 317 members of the community who, for reasons including disability, illness and limited mobility, were unable to access public libraries in person.

During 2017-18 Libraries ACT:

- > hosted visits from authors including Isobelle Carmody, Monica McInerney, Jeff Apter and Tanya Bretherton;
- > fostered book clubs, loaning book sets to 168 book clubs in Canberra;
- > partnered with the Canberra Writers' Festival, contributing to planning and promoting the second Festival and its associated Big Book Club led by ABC Canberra;
- > participated in a range of community events including the National Multicultural Festival, the ACT Seniors' Expo and ACT Playgroups' PlayFest; and
- > linked the library and its resources with programs aligned with national celebrations including Australian Reading Hour, NAIDOC By the Lake, International Mother Language Day, and Harmony Day.

Lifelong learning

Libraries ACT is a catalyst for lifelong learning, connecting people with information and ideas in various formats and supporting learning outside formal education pathways. Access to resources and programs on topics including health and wellbeing, sustainability, music, art, writing, science and life skills, were delivered through:

- > more than 2,900 lifelong learning programs attended by over 82,000 people, including almost 54,500 participants at Giggle and Wiggle and story time;
- > 268 technology training sessions to the community, teaching participants to be smart, safe and responsible citizens in the digital world; and
- > continuing to partner with other organisations including the ACT Writers' Centre for a series of writing workshops and other programs; the Canberra Theatre Centre for programs connected with performances including *The* Gruffalo, The 78-Storey Treehouse, and George's Marvellous Medicine; and with the ACT Nutrition Support Service for a series of healthy-eating story times and hands-on food activities.

Libraries ACT aims to reflect the diversity of our community, including the Aboriginal and Torres Strait Islander community. In 2017-18 the library offered programs sharing and celebrating Aboriginal and Torres Strait Islander culture with the wider community, including about Aboriginal dot painting, artefact making, and scar trees and other indigenous plants. For International Mother Language Day the library offered story time featuring the Ngunnawal language.

Libraries ACT also participated in the annual Tracks to Reconciliation program organised by the Child and Family Centres during Reconciliation Week, and hosted a photographic exhibition called 'Serving Country', which shared the stories and experiences of Aboriginal and Torres Strait Islander men and women who served in the Australian Defence Forces

Digital services

Libraries ACT offers services and opportunities to develop digital skills, incorporates technologies into the library and provides electronic access.

This includes providing free access to computers, the internet and Wi-Fi; and maintaining a presence on social media where Libraries ACT has 4,352 Facebook page likes and 3,416 Twitter followers with whom it shares news, information and ideas. Our library website received more than 1.3 million page views.

Procurement of a new Integrated Library Management System is being finalised, for expected implementation in the 2018-19 financial year. The new system will provide better online customer experiences and enable the library to deliver their services more efficiently which will mean more time to assist our customers in branches.

Recording ACT's heritage

This year 16,644 new items were added to the ACT Heritage Library's collection of publications, archival collections, images, maps and plans, and items of interest. Many original materials were acquired by Libraries ACT from individuals and local organisations, the most significant of which were the family and personal papers of Charles Weston, the ACT's first Superintendent, Parks and Gardens.

The Library catalogued more than 3,500 books and reports received from the National Capital Authority documenting the planning of the ACT from the 1950s-1980s. It also deposited more than 450 ACT Government publications to the National Library ensuring the ACT Government meets its eDeposit obligations for government publications.

The ACT Heritage Library provided research and collection support to the Canberra Museum and Gallery, ACT Government directorates and community researchers.

Relocation of the ACT Heritage Library to Fyshwick to address its physical and historical risks and capacity issues has been progressed. Building works to prepare the customised space will be completed with the expected move to take place during 2018-19.





Output 2.3: Waste and Recycling

Provision of domestic waste, recyclables and green waste collection services, operation of resource management and recycling centres, development of waste policy, and implementation and evaluation of waste management programs.

The organic garden waste collection service or green bins pilot that commenced in Weston Creek and Kambah in April 2017, was extended to Tuggeranong in January 2018. A total of 22,418 households have opted to receive the service, which represents 48 per cent of all residences in Weston Creek and Tuggeranong, and shows the continuing popularity of the service.

Since the pilot commenced over 3,135 tonne of green waste has been delivered to Corkhill Bros at the Mugga Lane Resource Management Centre to be turned into high quality compost for sale. The communities support for this program is demonstrated by the low level of contamination, which amounts to less than 0.01 per cent of the total garden waste collected, and highlights the benefit of an effectively targeted education and compliance program.

The full roll out across the rest of Canberra was brought forward by one year with all households able to access a green bin by mid-2019, commencing with Belconnen in September 2018.

The ACT Container Deposit Scheme (CDS) commenced on 30 June 2018, enabling Canberrans to receive a 10 cent refund on each eligible container returned to an authorised drop off point.

At the time of scheme commencement there were nine drop off points including two bulky depots and seven express points at Vinnies and Salvos stores across Canberra. The ACT CDS aims to reduce the amount of beverage containers in the litter stream or that end up in landfill, and by 2022 recycle up to 80 per cent of the estimated 154 million eligible beverage containers sold in the ACT each year.

ACT NoWaste commissioned a major refurbishment and upgrade of the ageing recycling education room at the ACT Materials Recovery Facility at Hume. The new room, called the Recycling Discovery Hub provides a contemporary immersive and interactive educational experience for school students and community groups. A key feature of the Hub is the use of virtual reality technology to allow students to experience how the Materials Recovery Facility processes household yellow bin recycling.

The ACT Waste Feasibility Study submitted its findings and recommendations to the Government in 2017. The recommendations include a Roadmap that is designed to divert an additional 170,000 tonnes of waste from landfill and increase the ACT's resource recovery rate to 87 per cent by 2025. As the final deliverable of the ACT Waste Feasibility Study, a discussion paper was released for public consultation in May through to early July 2018.

Waste Management and Resource Recovery Act 2016

ACT NoWaste began administering the new Waste Management and Resource Recovery Act 2016 (the Waste Act), which commenced on 1 July 2017. The objects of the Waste Act are to manage waste according to a hierarchy that minimises waste reduction and maximises reuse; promote best practice waste management; supports innovation and investment; and promote responsibility for waste reduction. Progress this year included:

- > establishment of a new Waste Regulation team;
- > development of the Waste Management and Resource Recovery Regulation 2017;
- > passage of an amendment to the Waste Act to establish the ACT Container Deposit Scheme;
- > creating policies, procedures and legislative instruments to support the effective administration of the Waste Act:
- > commencement of licensing waste facilities and registering waste transporters. At 30 June 2018, 17 waste facility licences and 27 waste transporter registrations were approved; and
- > commencement of implementation of an interim regulatory management system to support licensing, registration and data collection.

ACT NoWaste replaced its weighbridge management system at the Mugga Lane, Mitchell and West Belconnen Resource Management Centres. This system processes over 340,000 transactions and collects over \$26 million in revenue each year. The major benefits of this project include reduced transactional processing times, improved reporting, system reliability and security.

Service delivery

In 2018-19, 6.9 million household rubbish and 3.5 million recycling collections were undertaken throughout the reporting period. This resulted in 75,479 tonnes of waste sent to landfill, and 33,894 tonnes of material recovered at the Material Recovery Facility. Changes were made to the kerbside collection schedule in October 2017 to manage expansion of residential areas that have occurred since the original schedule was established in 2013.

Waste facilities were also improved over the last year. State of the art technology was introduced at the Material Recovery Facility in Hume which resulted in an increase in the quality of recovered mixed paper, steel and aluminium, and the ability to sort plastics into four grades. It has also enabled the Material Recovery Facility to provide a high-quality glass sand for use in a variety of civil applications. In addition, the building infrastructure was extended by more than 250m² to increase capacity to store unprocessed comingled material inside the building during peak seasonal times.

Residents and businesses had access to six recycling drop-off centres to dispose of paper, cardboard, plastics and glass for free. This year, the recycling drop-off centres collected 4,725 tonnes of paper and cardboard recyclable material, representing an increase of one per cent in comparison to 2016-17.

The recycling drop-off centre located at the entrance to the West Belconnen Resource Management Centre was closed due to safety concerns associated with increased truck movements for the Mr Fluffy program and landfill rehabilitation works.

The ACT's mattress recycling initiative introduced in 2016 continued to be strongly utilised by both the community and business, and surrounding New South Wales councils with 41,979 mattresses received by Soft Landing at the Hume Resource Recovery Estate, a 30 per cent increase on 2016-17. Soft Landing is a national social enterprise which offers employment opportunities for people who experience barriers entering the open labour market. This year up to 73 per cent of the mattress material was recycled, including steel springs sold to scrap metal, foam onsold and used for carpet underlay, husk recycled into weed matting, mulch and animal bedding, and felt and fabric used to make boxing bags.

ACT NoWaste continued to provide a free bulky waste collection service for eligible concession card holders, and funding was provided in the 2018-19 Budget to continue this service for a further two years. Eligible households are able to access one free residential collection per year. The service is delivered by the Green Shed, which undertook 3,245 household collections in 2017-18.

In May 2017 the ACT Government became the first government in Australia to fund GIVIT, a national not for profit organisation, that uses a virtual warehouse to connect donors of goods with individuals and families in need. ACT NoWaste signed a deed of grant to provide funding over four years, to support GIVIT to establish an ACT office, implement a disaster recovery service, support ACT domestic violence shelters, provide transport logistics for women and families being resettled into safe houses, and to provide additional support and training to charities. This year, GIVIT received 29,907 requests for donations, 31,257 pledged donations, and facilitated 29,693 successful matches.

ACT NoWaste continued to support recycling of e-waste under the National Television and Computer Recycling Scheme by providing two drop-off facilities for the community to use at no cost. This year 422 tonnes of televisions, computers, printers and other computer products were collected for recycling at the Mugga Lane and Mitchell Resource Management Centres.

In May 2017 ACT NoWaste facilitated the commencement of the national waste architectural and decorative paint collection and recycling scheme, Paintback, in the ACT. Paintback is funded through a 15 cent per litre levy imposed on the sale of architectural and decorative paint. Householders and businesses are able to drop-off waste paint at the Mugga Lane and Mitchell Resource Management Centres for free. As at June 2018, 168 tonnes of paint containers were collected and delivered to Paintback for recycling and responsible disposal.

Education programs

ACT NoWaste's education programs continued to be popular with the community. This year 1,347 people visited the new Recycling Discovery Hub. ACT NoWaste also delivered outreach education programs at various events and locations including the Multicultural Festival, ANU Open Day, Science Week, World Environment Day, Recycling Week, National Garage Sale Trail, Libraries ACT, and directly to various community groups. The TCCS waste and recycling web pages were also maintained by ACT NoWaste throughout 2017-18, with the online Recyclopaedia providing an important guide on the A to Z of waste disposal and recycling in the ACT.

Landfill operations and management

ACT NoWaste continued its focus on improving the capacity and environmental performance of Territory-owned landfills at the Mugga Lane and West Belconnen Resource Management Centres.

Funding of \$60 million over four years was provided in the 2017-18 Budget for landfill rehabilitation at the West Belconnen and Mugga Lane and for the construction of additional landfill capacity at Mugga Lane.

Design work and construction of supporting infrastructure for the new landfill area commenced this year, with the new landfill area scheduled to be operational by the end of 2019. This will increase landfill capacity to take the ACT's expected volume of non-recycled waste until approximately 2030.

Older landfill areas are being progressively rehabilitated in line with environmental best practice.

At West Belconnen the disposal of demolition waste under the Loose Fill Asbestos Insulation Eradication Scheme continued with 951 properties safely landfilled since the commencement of the Scheme in 2014-15. Work commenced this year on the rehabilitation of the entire West Belconnen site in readiness for its closure and transfer to the Ginninderry development in 2020-21.

Development Control Code for Best Practice Waste Management

ACT NoWaste conducted a review of the Development Control Code for Best Practice Waste Management in the ACT, which defines the requirements for developments to provide waste and recycling services. The review involved extensive consultation with key industry stakeholders and focussed on issues around the specifications for waste management in multi-unit residential developments. A new Code will be drafted for release in 2018-19 and will aim to provide developers with design flexibility as densification of Canberra's property market continues.

National Waste Management Policy

The Chinese government's tightening of conditions for the importation of recyclable waste products came into effect mid-way through the year and impacted the Australian recycling sector. For the ACT, the major impact was reflected in reduced domestic prices for recyclable mixed paper and mixed plastics, which is a relatively small percentage of ACT waste that is recycled. The ACT Government was actively engaged in the national waste policy response through its representation at the Meeting of Environment Ministers which was established under the governance arrangements of the Council of Australian Governments.

Three meetings occurred in this reporting period. Waste policy issues dominated the agenda at two meetings reflecting a heightened interest among Governments, industry and the broader community where they agreed to take action on recycled waste in response to China's restrictions including efforts to reduce waste generation through education, increased recycling capacity, supportive government procurement and exploration of wasteto-energy options, among others.

ACT NoWaste represented the ACT Government at the interjurisdictional level on various other policy matters, including food waste reduction strategies, and product stewardship schemes to deal with problematic waste streams such as large scale batteries, plastic bags, and expanded polystyrene and end-of-life tyres.

Priorities for 2018-2019 include:

ACT NoWaste will continue to deliver its wide-ranging waste management agenda including:

- > the ongoing Territory wide roll-out of the green bins for garden organics, and the CDS to reduce public litter and increase recycling;
- > commencing the development of an IT infrastructure to underpin the new waste regulatory framework;
- > investigating and developing options for a broad-based waste levy to establish a funding base to support new initiatives to increase recycling in the ACT;
- > establishing codes of practice for the effective management of stockpiles at waste facilities and reduction in unnecessary packaging;
- > continue rehabilitating the West Belconnen Resource Management Centre in preparation for the site to be handed over to the Ginninderry development;
- > continuing the progressive rehabilitation of the Mugga Lane landfill site and commence construction of a new landfill area;
- > completing the consultation on the Waste Feasibility Study along with taking initial steps to implement the recommendations including developing options for a food organics, garden organics (FOGO) recycling solution and a food waste avoidance campaign;
- > issuing an updated Development Control Code for Best Practice Waste Management, and undertaking industry education and compliance;
- > developing a waste-to-energy policy for the ACT; and
- > contributing to the national waste policy agenda through the Meeting of Environment Ministers.



Output 2.4: City Maintenance and Services

Planning and management of the Territory's parks and urban open space system including associated community infrastructure, maintaining the look and feel of the city, and managing the urban forest and sportsgrounds facilities. The Directorate also provides advice, education and compliance services in relation to municipal ranger functions, domestic animal management, plant and animal licensing and significant tree protection. This output also includes Yarralumla Nursery.

Urban Land Management

During the 2017-18 reporting period, TCCS undertook the following activities:

- > mowed approximately 4,326 hectares of public land at least five times, including along arterial roads, town, district and local parks and fire hazard protection zones. The total area of public open spaces mown for the financial year was approximately 26,920 hectares plus 22,960 hectares of sportsgrounds;
- > trialled a split shift mowing arrangement that saw the existing daily usage of mowers in the trial increase by 100 per cent;
- > cleaned and maintained 90 local, group and city shopping centres and 69 public toilets on a daily or weekly basis;
- > managed and cleaned 121 urban lakes and ponds, including quarterly cleans of the larger lakes and ponds;
- > performed weekly inspections during the mushroom growing season of 17 identified sites on public land where Death Cap Mushrooms are known to occur, which resulted in their removal and destruction;
- > continued actions to contain outbreaks of new weed species such as Madagascan Fireweed and Mexican feather grass;
- > introduced the Weedit unit, a vehicle-mounted weed control unit that uses sensor technology to detect and spray weeds in kerbs and gutters along Canberra's arterial road network and identified foot path/cycle ways;
- > maintained 505 playgrounds and conducted more than 25,000 playground safety audits;
- > maintained 21 skate parks in Canberra, seven of which are major skate parks. Maintenance included graffiti removal and monthly testing of skate park lighting; and
- > continued to implement the ACT Graffiti Strategy including removal of illegal graffiti, the management of 27 legal street art sites across Canberra and a wide range of community engagement initiatives.

TCCS continued the refurbishment of assets in public open space including:

- > refurbishment of play equipment platforms at 11 playgrounds, installed safety fences at four playgrounds, installed new play equipment at the Hudson Street playground in Higgins, painted six local playgrounds and replaced 2,572 cubic metres of soft fall across 151 playgrounds;
- > restoring the clock tower at the Downer Shops;
- > undertaking amenity pruning of trees and shrubs and re-mulched garden beds throughout Canberra using mulch by-product from tree removals;
- > removing decommissioned assets including bubblers, BBQs, signage, fences, log gates, and pergolas;
- > relocating the ANZAC day memorial to Eddison Park for Woden Valley Branch of the Returned and Services League of Australia;
- > installing new and replaced aged bollards across Canberra to address public safety and prevent vehicle-related damage to public open space and urban parks;
- > installing approximately 20 new seats across Canberra's public spaces, including urban parks and playgrounds;
- > completing the upgrade of the Tuggeranong skate park with painting and new ramps for the skaters of Tuggeranong; and
- > upgrading one underpass approach entrance with new retaining walls and replanted garden beds in Giralang.

Priorities for 2018-19 include:

- > continuing to work collaboratively with the Environment, Planning and Sustainable Development Directorate (EPSDD) on the ACT Healthy WaterWays Project to design and deliver water-sensitive infrastructure to improve water quality;
- > implementing the Better Suburbs initiative to undertake additional weed control, lake and pond cleaning, improved maintenance at bus stops, improved amenity of major entrance roads to the city and a more collaborative and strategic approach to community engagement in relation to the delivery of municipal services;
- > undertaking and facilitating the Better Suburbs forum where community representatives draft a Better Suburbs Statement for the Minister to guide the provision of city services;
- > continuing and expanding the mentoring and collaborative approach to managing graffiti through additional legal art sites, installation of murals in graffiti hot spots and community removal programs;
- > managing unauthorised access to public land and crack down on illegal dumping;
- > consideration of the further roll out of the split shift for mowing during the peak of the mowing season; and
- > deploying a mechanical litter picker to improve the efficiency of litter picking in front of mowers while also improving the overall safety of litter picking near roadways.

Managing the urban forest

TCCS managed Canberra's renowned urban forest of over 768,000 trees on public land. Maintenance work included watering young trees using reclaimed water from urban lakes and ponds, general and formative pruning and tree replacement. More than 20,000 young trees were watered throughout the warmer months from October 2017 to April 2018. Over 9,000 tree related enquiries were received during 2017-18.

1,450 street trees were planted in the ACT as part of the TCCS tree planting program, while an additional 6,161 trees were planted in new urban areas and handed over to TCCS for ongoing management. TCCS reviewed 581 development applications requiring public tree-related advice.

TCCS received 2,471 requests relevant to the *Tree Protection Act 2005* which included 1,956 tree damaging activity applications.

A diverse range of events and activities were held to celebrate Tree Week in 2018 including Hug a Tree Day, the ACT Tree Climbing Championships, guided walks and a Tree Week symposium.

Collaboration commenced with the City Renewal Authority to support development of a Conservation Management Plan for Haig Park and identify vacant tree sites for future replanting in the City centre.

TCCS maintains a register of trees which are important to the community and protects trees of exceptional value within our urban forest. There are currently 172 single tree registrations and 35 group registrations. In 2017-18, 14 additional nominations were received.

The first volunteer tree management group commenced in February 2018 looking after parkland trees in Yarralumla.

The priority for 2018-19 is to lead a review of the Tree Protection Act 2005.

Sportsgrounds facilities

TCCS planned and delivered new sporting infrastructure, and managed and maintained the Territory's community sportsgrounds and associated facilities. Sportsgrounds were hired for 89,543 hours of use, including 28,792 hours under lights over the 66 sites that have floodlights.

During the 2017-18 reporting period, TCCS:

- > provided a range of ovals and facilities to support sporting groups' participation, with resources allocated to the maintenance of playing surfaces, irrigation systems and amenities, including floodlight maintenance;
- > was responsible for maintenance of 126 separate oval sites providing 880 individual hireable sporting fields covering approximately 440 hectares of public land across Canberra, including 280 hectares of irrigated grass;
- > managed three irrigated parks at Crace, Franklin and Moncrieff;
- > commenced upgrades to the Narrabundah Ballpark including works to improve the grandstand, commercial kitchen and change rooms;

- > completed a new cricket indoor facility at Phillip Oval in November 2017 and continued upgrade works to accommodate administration and development of cricket and Australian football;
- > upgraded floodlights at Kambah and Calwell playing fields; and
- > upgraded toilets, change rooms, kitchen areas and painting at Dickson and Phillip pavilions.

Priorities for 2018-19 include:

- > delivering the capital works program including commencing work on replacing the Nichols synthetic fields, restore facilities at Boomanulla Oval to enable community use and reinstate irrigated grass and floodlights at the Higgins Neighbourhood Oval;
- > implementing a sportsground booking system to improve the user experience and streamline the booking process; and
- > continuing to engage with sporting groups and users and provide high quality, fit for purposes sporting facilities across a growing city.

Licensing and Compliance

The Licensing and Compliance unit within TCCS is responsible for administering and regulating domestic animal services, animal welfare services, city ranger services and licensing the use of public land in the Territory.

TCCS takes a continuous improvement approach to administering and regulating animal welfare and management. Consistent with the *Animal Welfare and Management Strategy 2017-2022*, TCCS conducted legislative reviews of the *Domestic Animals Act 2000* and *Animal Welfare Act 1992*.

The *Domestic Animals (Dangerous Dogs) Legislation Amendment Bill 2017* came in to effect on 14 December 2017. The reforms to the Act brought the ACT in line with best practice around the world for managing dangerous and potentially dangerous dogs, focusing on community safety and responsible pet ownership.

In 2017, a communications campaign called 'Paws for Thought' was launched to promote responsible pet ownership and drive cultural change within the community. 'Paws for Thought' addresses key behaviours required of pet owners including registration, micro-chipping, de-sexing and appropriate animal control. The campaign will be further enhanced and expanded in 2018-19.

Domestic Animal Services recruited eight new ranger positions, boosting its capacity to respond to and manage dog attack incidents, and provide pro-active education, engagement and compliance services to the community.

The ACT Government has a long-standing relationship with RSPCA ACT and continued to provide funding contributions in recognition of their role in delivering animal welfare services.

City Ranger services received 5,025 complaints and responded to 3,415 matters relating to incidents involving: abandoned vehicles, non-compliant movable signage, sharps on public land, abandoned shopping trolleys, overhanging foliage and line of sight obstruction issues, nature strip encroachments, illegal camping and unapproved use of unleased land.

The Public Land Use team has continued its commitment in relation to promoting the use of public unleased land and through collaboration with Access Canberra and Roads ACT, further streamlined the public land use approval process. The Public Land Use team has issued 2,503 public land use permits and managed 34 public land use licence applications.

Priorities for 2018-19 include:

- > delivering on the Animal Welfare budget initiative including carrying out a pet census and expanding education and awareness campaigns;
- > consistent with the *Animal Welfare and Management Strategy 2017-2022*, undertaking a review of the *Animal Welfare Act 1992* to ensure it reflects contemporary best practice;
- > continuing to implement compliance and enforcement activities with a focus on improving efficiencies and maintaining public safety; and
- > streamlining licensing processes to make them more accessible and easier to use for applicants.

Birrigai

Birrigai is a residential outdoor education centre that is located in a natural environment next to the Tidbinbilla Nature Reserve and offers a range of programmed activities that cater for local, regional, interstate and international schools from preschool to Year 12.

Birrigai also opens its doors to a wide range of community and corporate groups for specialist team-building and leadership programs, which use the facility for numerous workshops, seminars and special events.

Visitors at Birrigai engage in outdoor, environmental, science, and Australian and Indigenous history focussed education programs that aim to support schools in the delivery of the Australian Curriculum.

Birrigai had a total of 214 visitor days across the 2017-18 year with a total of 7,706 visitors to the site, staying on average two days and one night. The site continues to be heavily utilised by ACT schools making up approximately 67 per cent of the visiting groups with the remaining 33 per cent made up of interstate schools, corporate and community group visitors.

Birrigai has also hosted international visitors throughout the year with attendees coming from Brigham Young University in Utah, USA and a delegation of Singapore teachers looking at Birrigai as a possible venue for international excursions.

Throughout the year, Birrigai continued to develop the site and programs to maintain competitiveness in a busy market. Site works included upgrades to power and water supplies to ensure business continuity to these essential services. Further development of current school programs has identified links and alignment to the Australian Curriculum. Coordinators have also undertaken works to update safety standards including updating Risk Assessment Management Plans and standard operating procedures.

Priorities for 2018-19 include:

- > stabilisation of asbestos affected areas; and
- > increasing market share across a range of different sectors including schools, corporate and community sectors.

Yarralumla Nursery

Yarralumla Nursery is the Territory's Government owned commercial wholesale plant nursery. It is the largest wholesale nursery in the southern tablelands and sells high-quality, competitively priced plants to the landscape, wholesale and retail sectors, Landcare groups, and all levels of governments. During the reporting period, it grew over 200,000 plants and trees in over 400 different varieties. It is also the horticultural advisor for plant biosecurity events.

The Yarralumla Nursery propagated and grew cool climate plants from its own plant stock and seed bank including local, rare and endangered species.

The Yarralumla Nursery managed the ACT Government's Plant Issue Scheme including horticultural advice to scheme recipients. The Plant Issue Scheme, first introduced in 1930 to preserve the garden city concept of Walter Burley Griffin, provided owners of new residential land in the ACT with an allocation of free plants to help establish new suburbs. The Yarralumla Nursery issued 5,328 plants to eligible homeowners during the reporting period.

In the reporting period, the Nursery also provided stock to other ACT Government activities and services, including trees to the Arboretum and the ACT Parks and Conservation Service; bulbs and annuals to Floriade; and dispatched 375 of the 1,200 trees for the light rail project.

Yarralumla Nursery continued to provide employment and vocational training to people with a disability through the longstanding Koomarri employment contract and the Black Mountain School vocational training program. This involvement also extended to the ACT community through the provision of programs such as work experience placements, volunteering opportunities and return to work rehabilitation for injured ACT Government employees.

Priorities for 2018-19 include:

- > increasing the customer base;
- > increasing sales to existing customers; and
- > continuing to maintain the heritage listed assets at Yarralumla Nursery.

Output 2.5 Capital Linen Service

Capital Linen Service provides a managed linen service to a range of customers including public and private hospitals, health and aged care providers, hotels, restaurants, major tourist attractions, educational institutions and emergency services.

In 2017-18 Capital Linen Service laundered and delivered over 6,800 tonnes of linen which is around one per cent higher than the previous year. Across the key market sectors, linen volumes delivered to health customers grew by one per cent, whilst accommodation customers (hotels) remained unchanged on the back of steady growth over the last three years.

Capital Linen Service delivered over 7.6 million items to our hotels and over 4.1 million items to the Canberra Hospital. The laundry continued to provide a high quality service to our largest customer The Canberra Hospital, by delivering on time over 99 per cent of all items ordered.

Capital Linen Service has measured customer satisfaction for the last three years using the Net Promoter Score management tool. The 2017-18 annual customer survey returned a net promoter score of 50 which is 65 per cent improvement on last financial year. The positive survey result reflects that Capital Linen Service values customer satisfaction as a high priority, with over 75 per cent of customers indicating they were satisfied. The key qualitative themes presented in the survey concluded that Capital Linen Service provides a reliable, timely, quality service and that the customer service team were always willing to help out.

Over the reporting period, Capital Linen Service installed a dry-fold processing system and two large scale air compressors totalling over \$1.6 million. The dry-fold processing system will deliver an improvement in productivity and capacity across towelling product lines. The energy efficient air compressors, funded through the Carbon Neutral Fund, are fitted with a heat recovery system which has the added benefit of heating the feed water to the laundries boilers reducing gas consumption and improving the organisations environmental footprint.

Capital Linen Service were re-contracted by ACT Health for the provision of linen and laundering services to the public health system. The competitive process required Capital Linen Service's service delivery offer to be benchmarked across a number of jurisdictions.

To improve our service offering to customers, Capital Linen Service finalised a range of data analytic dashboards which will assist customers track and manage their linen consumption. Additional internal laundry specific dashboards were also developed to improve trend analysis, management decision making and budgeting.

This financial year saw the release of the Capital Linen Service commercially focused website. In 2018-19 the website will host a service portal to customers allowing online ordering and access to customer data analytic dashboards.

Capital Linen Service undertook and finalised a detailed review of the laundries linen processing workflow. The review identified a number of initiatives which are expected to optimise productivity. These initiative are being rolled out over the 2018-19 financial year.

In 2017-18, Capital Linen Service delivered over 6,800 tonnes of laundry to customers across the ACT. The result represents an increase of one per cent on last year and five per cent below the 2017-18 targets of 7,220 tonnes of laundry delivered. The lower than expected result relates to the loss of a large hotel contract to a national laundry competitor and another large hotel closing down for redevelopment.

During the course of the financial year, Capital Linen Service successfully retained quality management certification and were certified against the more comprehensive ISO AS/NZS 9001:2015 standard. This accreditation is valid to May 2021 and Capital Linen Service is periodically audited on a six monthly program. Capital Linen Service has maintained ISO certification for over sixteen years without a single non-conformance raised.

Priorities for 2018-19 include:

- > developing the online customer portal hosted on the Capital Linen Service website;
- > promoting and marketing the customer dashboards; and
- > analysis of the impact of workflow changes and continue to initiate productivity improvements.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

B.3 - Scrutiny

The following is a progress report against undertakings made as a result of reports produced by the Auditor-General, Ombudsman and Legislative Assembly Committees.

Auditor-General Reports

The following tables list the performance audits carried out by the Auditor-General's office, their recommendations relating to TCCS and where applicable, the response to those recommendations.

TABLE 4: ACT AUDITOR-GENERAL'S REPORT - MANAGEMENT AND ADMINISTRATION OF CREDIT CARDS BY ACT **GOVERNMENT ENTITIES - NO. 6/2016**

Recommendation **Action and status RECOMMENDATION 1 Agreed and completed ISSUE OF ACT GOVERNMENT CREDIT CARDS** ACT Government Entities should regularly, and at least annually, review the allocation of ACT Government credit cards and determine if cards not being used should be rescinded. **RECOMMENDATION 5** Agreed and completed **CREDIT CARD GUIDANCE AND USE**

All ACT Government entities should provide guidance on credit card management and administration for all supporting controls. However particular attention needs to be given to guidance on: a) tax invoices, especially explaining the need for these to be obtained for all transactions over \$82.50 (GST Inclusive) and defining what constitutes a tax invoice; b) appropriate retention of documentation to demonstrate appropriate use; and c) the use of whole-ofgovernment purchasing arrangements, including the need for documentation to demonstrate any departures from the arrangements.

RECOMMENDATION 6 Agreed and completed **DATA FOR MONITORING AND REVIEW**

All ACT Government entities should investigate opportunities to:

- a) access Corporate Online for the purpose of obtaining detailed transactional data on credit card use within the entity; or
- b) receive reports from Shared Services with respect to credit card use within the entity; and
- c) use transactional data, or reports from Shared Services, to review and evaluate the use of credit cards within the entity, including the ongoing appropriateness of the issue of credit cards to staff and any opportunities for improvement with respect to the efficient and effective management of credit cards in the entity.

RECOMMENDATION 1 ROADS ACT'S BUSINESS PLAN

Roads ACT's Roads and Infrastructure Business Plan should specify Roads ACT's contribution to key ACT Government priorities, business objectives that link to the Transport Canberra and City Services Directorate's Corporate Plan and include relevant performance targets that relate directly to the performance of road infrastructure assets (such as accountability indicators and key service level targets).

RECOMMENDATION 2 ACCOUNTABILITY INDICATORS FOR ROADS AND PATHS MAINTENANCE

Roads ACT should develop accountability indicators with related targets for the percentage of distressed roads; distressed paths; percentage of road pavement that exceeds its optimal age; percentage of paths that exceeds their optimal age; and the timeliness of road maintenance activities.

RECOMMENDATION 3 RISK MANAGEMENT

Roads ACT should:

- a) undertake a detailed analysis of risk treatments before including specific actions (to reduce the risks relevant to the maintenance of infrastructure) in its Risk Register; and
- b) amend the Risk Management Framework to require information on risks to be reported to the Transport Canberra and City Services Division Head Executives, Executive team and nominated Risk Manager every six months.

RECOMMENDATION 4 REPORTING TO THE EXECUTIVE LEADERSHIP TEAM

Roads ACT should improve its reporting to the Executive Leadership Team by developing a report that includes information relating to Directorate priorities; human resource management; operations; financial management; progress reporting against planned levels of performance; and key risks relating to Roads ACT.

RECOMMENDATION 5 ENVIRONMENTAL MANAGEMENT PLANS

Roads ACT should:

- a) require environmental management plans be prepared for both contracted and in-house maintenance work; and
- b) include environmental management plans, in their maintenance contracts, which address the adverse environmental impacts of the work on community paths and specify how these impacts will be addressed.

Action and status

Agreed

The recommendation will be incorporated into the Roads ACT Business Plan for 2017-18.

In addition, Transport Canberra and City Services is currently reviewing the Accountability Indicators to ensure they are clear, concise and relevant to the service being provided. This review includes the consideration of the indicators suggested in Recommendation 2.

Any changes arising from the review will be implemented by July 2018, and will be included in future Business Plans.

See Recommendation 1.

Agreed

- a) The Roads ACT Risk Register is reviewed six-monthly to reassess existing risks and treatments and to identify and address any new risks; and
- b) The TCCS Risk Management Framework will be amended to require information on risks to be reported to the TCCS Division Head Executives, Executive Team and nominated Risk Manager every six months.

Agreed

This recommendation will be developed across TCCS in the forthcoming year, based on an existing reporting framework, to be implemented in 2018/19.

Agreed

- 1. An Environmental Management Plan will be created to cover all road and road related assets, which can then be referred to within existing and new Contracts, Operational Plans and the Roads ACT Strategic Asset Management Plan as appropriate.
- 2. See Recommendations 5.1 (above).

RECOMMENDATION 6 OPERATIONAL PLANS

Roads ACT should:

- a) have up-to-date, comprehensive operational plans for all road infrastructure asset classes;
- b) develop an operational plan for road pavement;
- c) update its Asset Management Operational Plan for Community Paths in the ACT to include information on the staff, resources and estimated costs to maintain community paths and the environmental impacts of maintenance work; and
- d) develop a new operational plan for streetlights that reflects the new arrangements resulting from the Energy Performance Contract.

RECOMMENDATION 7 TIMELY DATA ON ASSET CONDITION

Roads ACT should:

- a) update the condition of all road infrastructure assets into IAMS (or its equivalent) within set timeframes;
- b) continue to work on a means of capturing asset condition reports directly from the field; and
- c) provide training and guidance to staff on the use of IAMS (or its equivalent).

Agreed

Action and status

Roads ACT is in the process of updating its Operational Plans, as outlined below:

- 1. All key asset classes, including those identified through the Audit, are covered by Operational Plans: Roads, Community Paths, Streetlights, Driveways, Barriers, Signs and Lines, Traffic Signals and Bridges;
- 2. An Operational Plan for Road Pavements is being drafted;
- 3. Operational Plans are being updated; and
- 4. There is an existing Operational Plan for Streetlights, which will be updated once the new arrangements from the Energy Performance Contract are in place.

Agreed

The following actions will be taken:

- 1. TCCS is procuring a new Asset Management System (AMS) which is being delivered through a large-scale change management program. Through this program, TCCS will review its Strategic Asset Management Framework to ensure a whole asset lifecycle management approach is incorporated into each Strategic Asset Management Plan. For Roads ACT, this will mean addressing the whole of life road asset management including the requirement for condition management.
- 2. TCCS is also considering the need for introducing mobile field capture capability across a range of services and asset types. This will provide the opportunity to use field capture devices to capture condition data and link directly with the AMS. Work in this area is continuing, as per the recommendation.
- 3. As part of the roll-out of the new AMS, appropriate training will be provided to all relevant staff.

The procurement of the new AMS is underway. The process involves several complex phases, including: procurement, discovery, design and migration phases. The current program identifies that the system should be operational in early 2020, and will apply a phased asset migration approach.

RECOMMENDATION 8 CUSTOMER FEEDBACK

Roads ACT should develop a process for providing timely feedback to customers when work has been undertaken as a result of a customer query or complaint.

Agreed

Access Canberra and TCCS are working closely to develop solutions in respect of ensuring customer feedback and responses form a key part of the current and future AMS solutions. The proposed new AMS within TCCS will incorporate an improved ability to capture condition data, improved works ordering system, and an integrated and improved customer response system. The AMS Program will identify the requirements for integrating data on customer queries, complaints and work requests with the customer management system.

The procurement of the new AMS is underway, with a view to being operational by 2020 (see Response 7.3 for further detail).

RECOMMENDATION 9 RECORDS MANAGEMENT

Roads ACT should:

- a) document its reasons as to why a road resurfacing project is deleted or rolled-over from one year to the next; and
- b) maintain contract management records on asphalt contracts to demonstrate achievement of the required quality of asphalt compaction.

RECOMMENDATION 10 REPORTING ON ROAD RESURFACING

Roads ACT should:

- a) improve the monthly productivity reports to include the unit cost for in-house asphalt work; and
- b) amend the annual key performance indicator report on road resurfacing (prepared for the Director of Roads ACT) to include the Program item number and the planned quantity against each road section.

RECOMMENDATION 11 ADDRESSING THE BACKLOG

Roads ACT should develop a long-term strategy for reducing the road maintenance backlog.

Action and status

Agreed

The following actions will be taken:

- 1. The reasons for deleting or rolling over resurfacing sites will be documented from 2017-18.
- 2. Roads ACT is currently in the process of procuring asphalt patching and overlay services through a contract that will include the requirement for compaction testing where practical.

Agreed

The following actions will be taken:

- 1. Reporting to compare the indirect costs associated with asphalt works, delivered either by in-house crews or externally contracted works will be developed and implemented in 2018/19 and then reviewed annually.
- 2. This recommendation will be implemented for the next Accountability Report, which is due at the end of December 2017.

Agreed / In principle

The backlog referred to in the Auditors Report, refers to the gap between the resurfacing targets and amount of resurfacing achieved. This gap does not result in a list of roads being rolled over waiting to be resurfaced. Each year, the entire road network is re-evaluated and a new program of work is developed to optimise the effect of the planned expenditure on the network as a whole, based on the most up-to-date condition data.

Since 2015-16, the resurfacing targets have been achieved. Outcomes will continue to be reviewed annually.

Roads ACT sets out a long-term strategy to enable a sustainable road maintenance program, which is based on technical analysis of the road network. This strategy is contained within the Roads ACT Strategic Asset Management Plan (SAMP). The strategy is used as a baseline and performance against the strategy is reviewed annually,

In addition to new technologies, Roads ACT is investigating innovative delivery models for best practice road pavement management. Roads ACT will soon commence a process to identify the best-fit procurement models for the ACT's road pavement maintenance program, seeking to replace existing contracts, using an innovative delivery model, by July 2021.

Roads ACT will continue to implement the above processes, in order to continually monitor progress on the resurfacing programme and advise the ACT Government to allow informed decisions to be made. These decisions will be subject to usual government funding processes through the annual Budget cycle.

RECOMMENDATION 12 MAINTAINING COMMUNITY PATHS

Roads ACT should develop and implement a:

- a) renewal program for the timely repair of defects across the Territory; and
- b) planned program of inspections of the condition and safety of community paths that are not in high priority locations.
 The frequency of inspections should be sufficient to reliably determine whether maintenance of paths is needed.

RECOMMENDATION 13 HIGH PRIORITY OF LOCATIONS OF COMMUNITY PATHS

Roads ACT should review the list of high priority locations of community paths, and their priority rating, on a biennial basis and update the Asset Management Operational Plan for Community Paths and Strategic Asset Management Plan for the results of these reviews.

RECOMMENDATION 14 QUALITY CONTROL

Roads ACT should implement a system of verifying that concrete used by contractors to maintain community paths comply with ACT Government design standards.

RECOMMENDATION 15 COST OF MAINTAINING AND UPGRADING COMMUNITY PATHS

Assessments of the future costs of maintaining and upgrading community paths and the related funding requirements should be updated and included the Transport Canberra and City Services Strategic Asset Management Plan.

RECOMMENDATION 16 SERVICE LEVEL TARGETS

Roads ACT should maintain records of the timeliness of the replacement of paving or concrete in general and for shopping areas and monitor whether replacements are made within target timeframes.

RECOMMENDATION 17 TRAFFIC SIGNAL REPLACEMENT SCHEDULE

Roads ACT should develop a comprehensive traffic signal component replacement schedule.

Action and status Agreed / In principle

The following actions will be taken:

 Roads ACT is currently reviewing the path inspection and maintenance strategy and will adopt different approaches for the asphalt and the concrete path networks. The asphalt path network will be inspected more frequently and an enhanced preventative maintenance program will be put in place.

For the concrete path network, where preventative maintenance is not practical, the network inspection program will be expanded. Identified defects are risk assessed and hazards are addressed according to the timeframes specified in the Operational Plan. Other repairs are bundled into packages of work for financial and resource efficiency. The details will be outlined in a revised operational plan and implemented in 2018-19.

2. See recommendation 12.1.

Agreed / Implemented

The list of priority suburbs and their inspection frequency was reviewed early in 2017. The number of priority suburbs was increased from 26 to 32. This is now reflected within the draft Roads ACT Strategic Asset Management Plan and the draft Operational Plan. These will be monitored and further updated as per the Recommendation.

Agreed / Implemented

A system for verification has been developed and communicated to the relevant Contractors. The concrete strength test will be undertaken randomly for every Contractor from the current financial year 2017-18.

Agreed / Implemented

The requirement to provide adequate, annual community path maintenance and upgrade programs is already identified through the Roads ACT Strategic Asset Management Plan (SAMP).

The SAMP explains and identifies appropriate levels of community path maintenance and provides future financial forecasts.

Agreed

Roads ACT currently maintain the records for community path replacement works, however recordkeeping for the shopping centre areas will be improved and implemented from January 2018.

Agreed

Roads ACT already delivers an annual program of traffic signal component replacement / upgrades funded through the Better Infrastructure Fund (and previously the Capital Upgrades Program). Currently, the replacement program is developed each year and targets the oldest components first

Roads ACT will develop and enhance this process further to achieve the recommendation.

RECOMMENDATION 18 CONTRACT MANAGEMENT FOR TRAFFIC SIGNAL MAINTENANCE

Roads ACT's contract management for traffic signal maintenance should:

- a) include a review of the monthly progress report;
- b) require that the number of critical or major traffic signal faults be reported by the contractor on a monthly basis; and
- c) undertake an annual reconciliation to ensure all planned maintenance has been completed.

Action and status

Agreed

This recommendation is agreed, however it will need to be negotiated through the existing Contract. Subject to the flexibility of the existing Contract and / or any associated costs to change the existing Contract being acceptable, the following actions will be implemented:

- 1. Negotiate with the Contractor to develop the existing reporting requirements into a Monthly Progress Report;
- 2. Negotiate with the Contractor, to include the number of critical or major traffic signal faults within the revised Monthly Progress Report; and
- 3. Roads ACT will undertake an annual reconciliation to check whether all planned maintenance is complete.

RECOMMENDATION 19 MONITORING TRAFFIC SIGNAL MAINTENANCE PERFORMANCE

Roads ACT should, on a monthly basis, monitor maintenance undertaken against the agreed preventative maintenance program and service level targets for traffic signal maintenance.

Agreed

This recommendation is agreed, however it will need to be negotiated through an existing Contract. Subject to the flexibility of the existing Contract and / or any associated costs to change the existing Contract being acceptable, the following actions will be implemented:

Roads ACT will endeavour to include within a revised monthly report:

- 1. Response times Planned & Unplanned Maintenance; and
- 2. Number of major faults per year.

RECOMMENDATION 20 IMPROVING TRAFFIC SIGNAL PERFORMANCE REPORTING

Roads ACT should require the contractor responsible for traffic signal maintenance to report on the:

- a) number of major faults reported to be less than one per traffic signal per year in the monthly report; and
- b) elapsed time between being advised of the fault and the completion of the repair in the monthly report.

Agreed

Please refer to the response provided in Recommendation 19.

NOTE: In relation to Item 2 above, response times will be monitored between the time the Contractor is advised of the fault and the inspection / identification of the fault only (as the repair can be outside the control of the Contractor – i.e. power outages from electricity suppliers, etc).

RECOMMENDATION 5 PUBLIC ART ASSET ACCEPTANCE

artsACT and the Transport Canberra and City Services Directorate should develop and implement public art asset acceptance protocols.

Action and status

Agreed

Asset acceptance protocols for public art will be developed by artsACT and TCCS. Measures to improve the asset acceptance process for public art and to optimise input from artsACT as the future asset owners will include:

- > updating the draft Municipal Infrastructure Design to clarify management responsibility for public art
- > updating the Design Acceptance Documents (Ref 06 Design Document) to include public artworks
- > preparing and promoting an Advisory Note on updates to the asset acceptance protocols for developers/industry on the revised Municipal Infrastructure Design Standards.

RECOMMENDATION 6 TRANSPORT CANBERRA AND CITY SERVICES OPERATIONAL ACTIVITIES

The Transport Canberra and City Services Directorate should improve its operational activities by:

- a) working with artsACT to identify strategies to protect public artworks from damage by contractors and businesses, under engagement by the Directorate, operating across the ACT
- educating and training staff and contractors, especially mower operators, on how to protect public artworks when they are undertaking routine activities
- c) monitoring staff and contractors' work that may potentially affect public artworks and, if necessary, taking action to more effectively protect public artworks.

Agreed

TCCS will implement the following strategies to improve its operational activities by:

a)

- > updating the public land use permit application forms to include a condition to protect public artworks
- > working with Access Canberra to ensure public art is protected when planning for major events
- informing the landscape and construction industry of requirements to protect public artworks
- ensuring ongoing data collection and spatial mapping of public art assets to provide to event organisers, businesses and contractors, and
- > preparing maintenance contracts to specify the protection of art and to make good any damage of public art

b)

- > updating the mowing training/induction package for mower operators to include the protection of public artworks
- > informing staff and contractors at toolbox/contract meetings of the requirement to protect public artworks during daily work programs and to report damaging activities, and
- including protection of public artworks in the maintenance specifications for internal staff and contractors.

c)

- > including protection of public artwork in the performance monitoring checklist for mowing for internal staff and contractors
- > including public artworks in the dilapidation reports for major events or constructions work
- > including a bond where necessary to ensure the protection for public artworks, and
- > monitoring and reporting inappropriate activities/ damage of public artworks by a third party to compliance officers for appropriate action.

TABLE 7: ACT AUDITOR-GENERAL'S REPORT ACCEPTANCE OF STORMWATER ASSETS REPORT NO. 1/2018 Recommendation **Action and status RECOMMENDATION 2** Agreed **UPDATE OF DESIGN CODES AND STANDARDS** Status update to be reported in The Environment, Planning and Sustainable Development Directorate and Transport 2018-19. Canberra and City Services Directorate, respectively, should facilitate updates to the Waterways Water Sensitive Urban Design Code 2009 and the Design Standards for Stormwater Infrastructure to reflect changes resulting from the 2016 Australian Rainfall and Runoff Guidelines. **RECOMMENDATION 6** Agreed **CONSIDERATION OF STORMWATER SOLUTIONS** Status update to be reported in The Environment, Planning and Sustainable Development and Transport Canberra and 2018-19. City Services Directorates, in consultation with the Suburban Land Agency, should develop a range of stormwater management solutions for new estates and subdivisions, in the context of a catchment-wide plan for the area, to ensure that the optimal solution and the means of financing it are adopted. **RECOMMENDATION 7** Agreed **CERTIFICATION OF STORMWATER ASSETS** Status update to be reported in The Transport Canberra and City Services Directorate should require that certifications of 2018-19. stormwater assets are provided by engineers who are suitably qualified and experienced in stormwater design. **RECOMMENDATION 8** Agreed **FUNCTIONAL REVIEW OF STROMWATER MANAGEMENT** Status update to be reported in The Transport Canberra and City Services Directorate in consultation with the Environment, 2018-19. Planning and Sustainable Development Directorate, should review arrangements for the management of stormwater assets to improve cross-agency management of stormwater. **RECOMMENDATION 9 Agreed** STRATEGIC ASSET MANAGEMENT PLAN Status update to be reported in Roads ACT should, no later than June 2018, update and adopt the Strategic Asset 2018-19. Management Plan, to reflect current stormwater management priorities. **RECOMMENDATION 10** Agreed **DEVELOPMENT OF PERFORMANCE INDICATORS** Status update to be reported in The Environment, Planning and Sustainable Development and Transport Canberra and City 2018-19. Services Directorates should each develop performance measures for the achievement of ACT Government stormwater objectives, including the management of stormwater discharges. These should be publicly reported (for example, in the ACT Water Report). **RECOMMENDATION 11** Agreed **ACHIEVING GOVERNMENT OBJECTIVES** Status update to be reported in Transport Canberra and City Services should amend the Requirements for Design 2018-19. Acceptance Submissions procedure to require: a) designers to demonstrate how proposed stormwater assets will achieve the objectives of

RECOMMENDATION 12 MONITORING THE PERFORMANCE OF STORMWATER ASSETS

the ACT Government; and

The Transport Canberra and City Services Directorate should collect stormwater asset performance information, available from various agencies, for use in considering the acceptance of stormwater assets.

b) consideration of stormwater objectives when assessing stormwater asset designs.

Agreed

Status update to be reported in 2018-19.

Recommendation	Action and status
RECOMMENDATION 13 IDENTIFICATION OF RISK The Development, Review and Coordination Section and Roads ACT and City Presentation business units in the Transport Canberra and City Services Directorate should: a) undertake a detailed analysis of the risks associated with the acceptance of stormwater assets; b) include treatments to reduce these risks in their relevant risk registers; and c) establish a formal process that communicates these risks to Directorate executives.	Agreed Status update to be reported in 2018-19.
RECOMMENDATION 14 IMPROVING THE ACCURACY OF IAMS DATA Transport Canberra and City Services should review all IAMS stormwater data to ascertain whether they are accurate and complete.	Agreed Status update to be reported in 2018-19.
RECOMMENDATION 15 MANAGEMENT OF THE EXISTING STORMWATER NETWORK Transport Canberra and City Services should: a) develop a preventative maintenance plan for stormwater assets; and b) clearly identify problem areas with, and risks to, the stormwater network. If required, appropriate remedial action should be recommended to the Minister for Transport and City Services.	Agreed Status update to be reported in 2018-19.
RECOMMENDATION 16 REDUCING DAMAGE TO ACCEPTED ASSETS A working group (including representatives from Transport Canberra and City Services, Environment, Planning and Sustainable Development, the Suburban Land Agency, Access Canberra and other relevant entities) should be established to: a) develop a coordinated multi-agency strategy to reduce the damage to accepted assets caused by building and other construction activity; and b) report to the Minister for Planning and Land Management on actions to be taken, then subsequently the results of any actions undertaken.	Agreed Status update to be reported in 2018-19.
RECOMMENDATION 17 REVIEW AND AUGMENTATION OF EXISTING STROMWATER INFRASTRUCTURE Transport Canberra and City Services should develop a forward program for the ongoing review of stormwater infrastructure in established areas of Canberra and augmentation of the infrastructure where necessary. The forward program should be provided to the Minister for Transport and City Services for consideration and direction.	Agreed Status update to be reported in 2018-19.

RECOMMENDATION 2 IMPROVE STRATEGIC INDICATORS

Strategic indicators should be improved by:

- a) the Chief Minister, Treasury and Economic Development Directorate, Housing ACT, Transport Canberra and City Services and the Environment, Planning and Sustainable Development Directorate amending strategic indicators so they meet the Clarity criterion; and
- b) the Environment, Planning and Sustainable Development Directorate, Cultural Facilities Corporation, Territory Banking Account, Chief Minister, Treasury and Economic Development Directorate, Transport Canberra and City Services, ACT Gambling and Racing Commission and ACT Legal Aid Commission amending strategic indicators so they meet the *Quantifiable* criterion. Territory entities whose strategic indicators cannot meet the strategic criterion of Quantifiable through supporting quantitative data should use qualitative data that can be assessed and is explained through commentary.

Action and status

Agreed in principle

Existing indicators will be reviewed in line with updated guidance material once it has been released. Amended indicators will be phased in from the 2019-20 Budget.

RECOMMENDATION 3 IMPROVE ACCOUNTABILITY INDICATORS

Accountability indicators should be improved by:

- a) the Chief Minister, Treasury and Economic Development Directorate, Justice and Community Safety Directorate, Superannuation Provision Account, Transport Canberra and City Services, ACT Building and Construction Industry Training Fund Authority and the Public Trustee and Guardian amending accountability indicators so they fully meet the criterion of Representative;
- b) the ACT Local Hospital Network, Chief Minister, Treasury and Economic Development Directorate, Community Services Directorate, Education Directorate, Environment, Planning and Sustainable Development Directorate, Health Directorate, Transport Canberra and City Services, Compulsory Third Party Insurance, Gambling and Racing Commission, ACT Insurance Authority and the Public Trustee and Guardian amending accountability indicators so they meet the criterion of Clarity; and
- c) ACTION, Chief Minister, Treasury and Economic Development Directorate, Justice and Community Safety Directorate, ACT Building and Construction Industry Training Fund Authority, ACT Insurance Authority, Public Cemeteries and the Public Trustee and Guardian considering the extent to which accountability indicators meet the criterion of External Focus and amending indicators to meet the criterion as necessary.

Agreed in principle

Existing indicators will be reviewed in line with updated guidance material once it has been released. Amended indicators will be phased in from the 2019-20 Budget.

RECOMMENDATION 5 INTERIM ARRANGEMENTS

When Recommendation 1 a) to e) are complete, all Territory Entities should use the revised criteria as the basis for assessing the suitability of their Strategic and Accountability indicators.

Agreed

The updated guidance material will provide clear direction for entities in reviewing, selecting and approving relevant indicators. Entities will be required to make full use of the assessment criteria defined within the updated guidance material.

Legislative Assembly Committees

The following tables list the Legislative Assembly Committees reports, their recommendations relating to TCCS and where applicable, the response to those recommendations.

TABLE 9: REPORT NO 4 OF 2017: MANAGEMENT OF ACT CEMETERIES

Recommendation **Action and status RECOMMENDATION 1 Agreed** The Committee recommends the Government, in view of the The ACT Government is considering options for a second diversification in burial and interment preferences in the ACT, crematorium in Canberra. ensure that the development and construction of a second crematorium in Canberra be considered a high priority. **RECOMMENDATION 2 Agreed** The Committee recommends the Government continue to The ACT Government will continue to monitor community monitor community preferences across a range of burial, preferences across a range of burial, cremation and interment cremation and interment practices and where possible make practices and consider how to appropriately act on changing provision for emerging or alternative practices. trends. **RECOMMENDATION 3** Noted The Committee recommends the management and operation Options are currently being considered by the ACT Government of ACT cemeteries continue to be performed by the ACT for the future management and operation of ACT cemeteries, in Cemeteries Authority. conjunction with the ACT Cemeteries Authority. The ACT Government will undertake a review the Cemeteries and Crematoria ACT 2003, which will include a public consultation process. **RECOMMENDATION 4 Noted** The Committee recommends the management and operation Options are currently being considered by the ACT Government of ACT cemeteries continue to be performed by the ACT for the future management and operation of ACT cemeteries, in Cemeteries Authority. conjunction with the ACT Cemeteries Authority. The ACT Government will undertake a review the Cemeteries and Crematoria ACT 2003, which will include a public consultation process. **RECOMMENDATION 5 Agreed** The Committee recommends the Government reconsiders the As noted in the Report, it is acknowledged and accepted there planned extension of the Woden Cemetery in light of changes in are strong community views and planning obstacles which have planning for the Woden Town Centre and the views held by the resulted in the planned extension of the Woden Cemetery being local community. reconsidered. The Government has agreed not to proceed with the expansion of the Woden Cemetery. **RECOMMENDATION 6** Noted The Committee recommends that the Government agree to The Government has agreed to continue to explore the proceed with the current plans for the Southern Memorial Park Southern Memorial Park proposal. and work with the ACT Cemeteries Authority to establish the facility as a matter of urgent priority. **RECOMMENDATION 7 Agreed** The Committee recommends that a review of the Cemeteries The ACT Government will undertake a review of the Cemeteries and Crematoria Act 2003 be undertaken to ascertain the and Crematoria Act 2003 and a public engagement and feasibility and financial basis for adopting a renewable tenure consultation process to ensure the continued maintenance and sustainability of Canberra's cemeteries in to the future. scheme to replace the prevailing tenure provisions applying to ACT cemeteries. This will include an assessment of the feasibility and financial basis for adopting a renewable tenure scheme to replace the

prevailing tenure provisions applying to ACT cemeteries.

RECOMMENDATION 8

The Committee recommends that any review conducted in accordance with Recommendation 7 should seek to clarify the current definition of perpetuity, and examine the introduction of a renewable tenure regime with some form of increments and renewals allowed.

Action and status

Agreed

Under the Cemeteries and Crematoria Act 2003 perpetuity is defined as 'forever', subject to a reserved allotment being used within 60 years of the date of purchase.

Across Australia there has been a move to renewable tenure regimes for cemeteries.

The ACT Government will undertake a review of the Cemeteries and Crematoria Act 2003 and a public engagement and consultation process to ensure the continued maintenance and sustainability of Canberra's cemeteries into the future. This will include consideration of a renewable tenure regime.

RECOMMENDATION 9

The Committee recommends that any review conducted in accordance with Recommendation 7 should also include "for perpetuity" as a tenure option.

Agreed

The ACT Government will undertake a review of the Cemeteries and Crematoria Act 2003 and a public engagement and consultation process. This will include 'for perpetuity' as a tenue option.

RECOMMENDATION 10

The Committee recommends that any changes to tenure practices arising from the review conducted in accordance with Recommendation 7 are applied only to future burial sales and are not applied retrospectively to existing plot sites.

Noted

The ACT Government will undertake a review of the Cemeteries and Crematoria Act 2003 and a public engagement and consultation process. Subject to the outcomes of consultation, it is proposed that any new tenure practices will only apply to future burial sales and are not applied retrospectively.

RECOMMENDATION 11

The Committee recommends that an actuarial analysis of tenure options be undertaken as part of the review recommended in recommendation 7 to assess how best a renewable tenure scheme regime be structured to enable the ACT Cemeteries Authority to meet its financial liabilities over the long-term.

Agreed

The ACT Government will undertake a review of the Cemeteries and Crematoria Act 2003 and a public engagement and consultation process. It is proposed that an actuarial analysis of tenure options will be undertaken as part of the review.

RECOMMENDATION 12

The Committee recommends that where a recommendation made in this Report is adopted, that all aspects of the Cemeteries and Crematoria Act 2003 relating to that matter be given specific review in light of the Cemeteries and Crematoria Act 2003 enabling the Authority to implement the relevant reform.

Noted

The ACT Government will undertake a full review of the Cemeteries and Crematoria Act 2003 and a public engagement and consultation process.

RECOMMENDATION 1 Roads ACT Signage Strategy

The Committee recommends consideration be given to reviewing the Roads ACT signage strategy with particular consideration of the impact of signage on road users.

RECOMMENDATION 2 Provision of Information to the Public

The Committee recommends Roads ACT provide more information to the community on how older roads are managed when existing loads exceed the expected loads when the road was originally designed or as those roads reach the end of their lifespan.

RECOMMENDATION 3 Engagement of Key User Groups and Representative Bodies

The Committee recommends Roads ACT seek to engage key user groups and representative bodies as part of its review into aligning the ACT roads standards and specifications with national and regional better practice.

Action and status

Agreed

Roads ACT implements and places signs generally in accordance with nationally accepted Australian Standards (1742 Series). However, there can be physical restrictions on-site such as visibility limitations or a lack of space which preclude signs being placed to the correct standards. In these instances, signage is placed in the most suitable alternative location and in the spirit of the guidelines.

Roads ACT has in the past been made aware of some speed limit signs that were not ideally located. Consequently, these have been reviewed and improvement measures applied. If signage is considered inappropriate, these can be reported through Access Canberra for assessment by Roads ACT and appropriate action taken if required. Any recommended improvement measures will be progressively implemented as part of the Directorate's future works program.

With regard to temporary traffic management signs at new road works, or other works in the road reserve, the ACT Government will continue to encourage the contractors responsible for installing the temporary road signs to improve their performance through increased monitoring of works sites. In addition, separate measures are in place to ensure the quality of work meets the required standards.

Agreed

An information factsheet will be produced and provided on the TCCS website, to inform the community on how roads are managed and maintained.

Whilst Roads ACT has set resurfacing targets which are lower than national guidance, these are considered suitable and sustainable, and are based upon local weather patterns, traffic volumes (including freight movements) and historic road maintenance practices and experience.

The resurfacing program is only conducted in the warmer months between early October to late April to reduce the impact or delays that colder weather may have to the effectiveness of the program. Every day, weather reports are monitored to determine if works can occur or need to be rescheduled.

Agreed / Implemented

The Roads ACT Standards and Specifications for both territorial and municipal roads have been finalised in their current format and are available for use by the construction industry, from the TCCS website. During this implementation phase, there are opportunities for Industry to provide comments.

As part of their development, detailed consultation was undertaken with a wide range of stakeholders, including: ACT Government Directorates, industry groups (including the Master Builders Association and Pedal Power), materials suppliers, design consultants, technical specialists and subject matter experts.

Stakeholders also included the Motorcycle Riders Association and the NRMA. As suggested within the Committees Report the Road Users Working Group or the ACT Road Safety Advisory Group were not consulted, and the two groups will be provided a link to the current documents and invited to comment.

It is planned that the current Standards and Specifications will be a living document, which will include addressing comments and issues arising from industry during the implementation of the standards and specifications. Any review(s) will also include wide ranging consultation, in a similar style detailed above.

RECOMMENDATION 4 Community Awareness

The Committee recommends the TCCS take note of feedback on the lack of community awareness on road maintenance projects and consider ways this might be addressed, including but not limited to a community awareness program.

Action and status

Agreed / Implemented

Roads ACT will continue to investigate opportunities to raise awareness of its maintenance programs within the community.

Currently, the following communication methods are used to ensure community and stakeholder awareness:

- > road resurfacing programs are available on the TCCS website:
- > (http://www.tccs.act.gov.au/roads-paths/Road Infrastucture and Maintenance/roadworks-roadresealing/road-resurfacing-program);
- > An information factsheet explaining the resealing process is also available on the TCCS website;
- > The TCCS Communications Unit is provided with information regarding road maintenance works, including: resurfacing, significant linemarking works around intersections and bridge maintenance on a daily basis. This information is then passed onto relevant stakeholders and media for publication;
- > Resealing and resurfacing sites, areas of a suburb and/or individual streets are sign posted prior to the works to outline dates of planned works;
- > Variable Message Signs are used in the lead up to some maintenance works on high volume roads;
- > Letters are provided to affected residents / businesses prior to any works; and
- > A relatively recent trend by TCCS Communications is to also distribute information on road works via Twitter.

RECOMMENDATION 5 Maintenance Program Considerations

The Committee recommends Roads ACT delivers its road maintenance program in a manner which considers all road users, the surrounding infrastructure, and other ACT Government programs.

Action and status

Agreed / Implemented

Roads ACT plans and delivers road pavement maintenance with consideration of all users. For instance, different surfacing treatments are applied to roads which have on-road cycle lanes recognising that cycle lanes require different materials to provide a smoother riding surface for cyclists.

Similarly, car parks are now resurfaced using different materials to roads, to provide for a smoother surface for wheelchair users, prams or trolleys.

The resurfacing program is quite complex. On the territorial road network, road pavement defects are identified through mechanistic surveys with this data being interpreted by a computer model to identify the type of method (treatment) to improve road pavements or remove defects.

For the municipal road network, due to its lower traffic loading, visual inspections are undertaken and suitable treatment methods determined. In the majority of cases, cracking is the predominant defect, so the treatment involves sealing the cracks and then applying a chip seal to the road pavement to prevent water ingress and improve skid resistance.

Road maintenance is planned and delivered carefully, in order to minimise the impact various road users and the surrounding infrastructure. For example, temporarily blocking drains during the resealing of road surfaces is undertaken to prevent any reseal materials from entering the drainage system and polluting water courses.

Roads ACT already undertakes consultation with many other areas of the ACT Government and the public when preparing and finalising annual maintenance programs such as the annual resurfacing program. This includes, local residents, business, cycling and pedestrian advocates including, but not limited to the ACT Government Directorates listed below:

- Capital Works (TCCS) responsible for designing / constructing new road improvements (i.e. Horse Park Drive duplication, Town Centre upgrades, etc);
- City Presentation responsible for managing city infrastructure, parks and open spaces, playgrounds and mowing verges, etc;
- > Transport Canberra responsible for public transport services and Light Rail;
- Capital Works (CMTEDD) responsible for designing / constructing new infrastructure to support development (i.e. John Gorton Drive, etc); and
- > Education and Health for works adjacent to their facilities.

This consultation process allows Directorates to potentially combine projects to achieve best value, or minimise disruption to the community during construction works.

RECOMMENDATION 7

4.26 The Committee recommends that the EPSDD ensures that it is providing consistent and clear advice, across all platforms, including its A-Z recycling website, that coffee cups can be recycled.

RECOMMENDATION 8

4.27 The Committee recommends that EPSDD review and update its A-Z recycling website to provide clearer, straightforward, simpler advice on what can and cannot be recycled.

RECOMMENDATION 12

5.9 The Committee recommends that TCCS prioritise the removal of graffiti by consistent 'taggers', similar to how it prioritises the removal of offensive graffiti.

RECOMMENDATION 14

5.18 The Committee recommends that the Directorate install more 'butt bins' in areas of known congregations of smokers or where there is significant cigarette butt litter.

RECOMMENDATION 15

5.22 The Committee recommends that the ACT Government continue to work with major retailers and suburban centres to ensure there are sufficient and accessible trolley bays located throughout the shopping centres and carparks.

Action and status

Agreed

ACT NoWaste and ActSmart meet on a regular and consistent basis and will continue to coordinate and collaborate enabling clear advice across all platforms, including coffee cup messaging. The coffee cups entry has been reviewed and is correct.

Agreed

A review and update will be undertaken in 2018-19 in consultation with TCCS Communications and Access Canberra, who are the website administrators for public facing material. The A-Z guide will be renamed the "Recyclopaedia" with the intent to provide an improved interface for customer consumption.

Agreed

To ensure the efficient use of resources, graffiti vandalism is removed at the time of inspection of high use public assets, this includes the removal of graffiti by consistent taggers. Reported graffiti is removed within five days of notification, whereas offensive graffiti is removed in two days. The shorter timeframe for offensive graffiti is based on the risk of harm and it is prioritised above other forms of graffiti due to its potential to offend or humiliate members of the community. In addition to reactive and programmed removal, graffiti hotspots are targeted for monitoring by the use of CCTV, with the cooperation of ACT Policing, in order to identify offenders, in particular consistent taggers.

Noted

Public bins designed for the butting out and disposal of cigarettes are installed in high use areas. Places where smokers congregate are generally associated with workers or customers of businesses and as such, the businesses are encouraged and supported to provide the necessary facilities. Where there are particular areas of concern Transport Canberra and City Services contact the businesses to address littering issues and may also take education and compliance action under the Litter Act 2004.

Noted

In accordance with the Litter Act 2004, retailers are required to have a containment system to manage their trolleys and prevent them from leaving their shopping precinct. The Act does not mandate which containment system must be installed and it is up to each retailer to select a system which is most appropriate.

Operating and maintaining a trolley containment system, such as the coin-lock system is one method retailers have implemented to meet these requirements. As most trolleys bays are located on private leased land and it is the responsibility of the relevant Centre Management to ensure there are sufficient and accessible trolley bays located throughout their shopping centres and carparks.

TCCS will continue to advise shopping centre management of complaints and suggestions received from members of the public and provide advice as required.

RECOMMENDATION 16

5.26 The Committee recommends that Transport Canberra and City Services implement the proposed treatments of Tillyard Drive as set out on their website and that the Minister for Transport and City Services report to the Assembly on progress of the project by the final sitting day in 2018.

Agreed

RECOMMENDATION 28

The Committee recommends that Transport Canberra and City Services maintain a separate budget line for sportsgrounds facilities management, including line items for:

- > maintenance;
- > lighting and other user charges;
- irrigation;
- > capital upgrades per project itemised;
- > capital expenditure per project itemised;
- > user charges income from sportsground facilities management; and
- employee expenses resulting from sportsgrounds facilities management.

Action and status

Agreed in Principle

Detailed line item budgets for sportsground facilities maintenance, revenue and employee expenses are maintained at a Directorate level. However, these detailed budgets are aggregated for the purposes of reporting. Capital Works and Capital Upgrade expenditure is tracked in accordance with the project descriptions published in the Budget Papers.

RECOMMENDATION 126

The Committee recommends that the ACT Government provide assurance to parents of children who require special student transport that this service will continue to be delivered.

RECOMMENDATION 143

The Committee recommends that the ACT Government create and publish a long-term bus replacement strategy, outlining thresholds for bus retirement, when Transport Canberra will phase out buses over fifteen years old, and the schedule for adding new buses to the fleet.

RECOMMENDATION 144

The Committee recommends that the ACT Government outline the replacement strategy for all 93 Renault buses within the Transport Canberra fleet.

RCOMMENDATION 145

The Committee recommends that the ACT Government release indicative plans and modelling of the Transport Canberra bus network following the commencement of Light Rail, including changes to bus routes, stops, timetables, and number of buses in the Transport Canberra fleet.

RECOMMENDATION 146

The Committee recommends that the ACT Government release a timeframe for the commencement of the Rapid Network, including the scheduled month and year of commencement, timetables, and the resources needed for each Rapid Route.

RECOMMENDATION 147

The Committee recommends that the ACT Government outline what additional direct support will be provided to local businesses to increase participation in the Light Rail project.

Agreed

The ACT Government will work with the National Disability Insurance Agency to ensure the ongoing delivery of special needs transport in the ACT.

Agreed

Transport Canberra will develop and publish a long term bus replacement strategy in due course.

Agree in part

The profile and timing of replacing all Renault buses within the fleet is subject to network requirements and asset condition assessments.

Agreed

Transport Canberra will release plans for the bus network following the commencement of Light Rail, including associated community consultation, in due course.

Agreed

Transport Canberra will release a timeframe for the commencement of the Rapid Network. As Rapid routes are introduced, Transport Canberra will release the associated timetables.

Agreed

TCCS continues to work with the Canberra Business Chamber through its Business Link program, together with other stakeholders, on local industry participation matters.

RECOMMENDATION 148

The Committee recommends that the ACT Government release indicative plans for the Light Rail network, including the length of each stage, the estimated construction timetables for future stages, and the capital and operating costs per stage.

Action and status

Not agreed

The 2017-18 Budget contains funding for the development of a business case for the second stage of light rail (between the City and Woden). Design considerations such as those nominated by the Committee will be considered by the Government following completion of the business case, with costs to be detailed in the Budget Papers at the appropriate time. As such, it is too early in the design and procurement process to provide this information, given the work that is currently underway.

Further stages of the light rail network beyond this will be considered in light of a range of factors including the city's future rates of growth, the utilisation rates and lessons learned on stage 1 and 2, and the Territory's future budget position.

RECOMMENDATION 149

The Committee recommends that the ACT Government collaborate with the National Capital Authority and the CSIRO to develop a plan for the realignment and duplication of Kuringa Drive so that it better connects with Kingsford Smith Drive.

Agreed in principle

There is already a road reserve for the Kuringa Drive duplication.

RECOMMENDATION 150

The Committee recommends that the ACT Government consider the effectiveness of, and need for, traffic calming measures in town centres and group centres, given the introduction of 40kilometreperhour zones.

Agreed

Roads ACT routinely reviews road safety arrangements within the Territory, and will implement measures as appropriate to improve safety for pedestrians, cyclists and other road users in light of introduction of the new zones.

RECOMMENDATION 151

The Committee recommends that the number of unique borrowers of physical library items, for each ACT public Library, be reported annually

Agreed in principle

Libraries ACT will investigate the availability of this information with the current library management system.

RECOMMENDATION 152

The Committee recommends that the ACT Government release the outcomes of the 2017 Green Waste trial, particularly the issues of contamination, prior to any decision to expand the scheme.

Agreed in part

The pilot is not scheduled to be completed until June 2018. At that time the Government will consider the best channels through which to communicate the trial's findings. The Government has, however, made a clear commitment and decision, fully funded in the 2016 Pre-Election Budget Update, to expand the green bin scheme to every Canberra region, and every household that wants one, by 2020.

RECOMMENDATION 153

The Committee recommends that the ACT Government release the outcomes of the Waste Feasibility Study by the end of October 2017 and commit to further community consultation on the implementation of any accepted recommendations.

Noted

The Government will release the outcomes of the Waste Feasibility Study once completed and agreed. Any further community consultation required will be conducted accepted recommendations have been agreed.

RECOMMENDATION 154

The Committee recommends that the ACT Government establish and publish the criteria for assessing the declaration of a 'dangerous dog.'

Noted

Dangerous dogs are declared according to the provisions of the *Domestic Animals Act 2000*. The legislation provides for the exercise of discretion and judgement about the unique circumstances of each and every case. It is not possible to create a set of criteria that would remove the need to exercise discretion and judgement and in every case, achieve a consistent and fair outcome. An outline of declaring a dog dangerous and conditions of keeping a dangerous dog are publicly available on the TCCS website: http://www.tccs.act.gov.au/city-living/pets/dogs/dangerousdogs/dog-attack-factsheet.

RECOMMENDATION 155

The Committee recommends that the ACT Government release and publish the business case for the expansion of cat accommodation at Domestic Animal Services establishments.

RECOMMENDATION 157

The Committee recommends that the ACT Government report in the relevant Annual Report on the number of operational picnic barbecues and public toilets in each suburb for each month.

RECOMMENDATION 158

The Committee recommends that the ACT Government prepare a long term plan for cemetery space in the ACT, including the Woden Cemetery, and that this plan be made public.

Action and status

Noted

The expansion of the cat accommodation is being considered as part of the larger Domestic Animal Services program.

Agreed in principle

Annual Reports represent a through the year snapshot of an agency's operations. TCCS will explore how best to present information on operational picnic barbecues and public toilets in suburbs across the Territory for its annual reporting.

Agreed

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.



B.4 - Risk Management

Risk Management within the Directorate supports TCCS in meeting strategic and operational objectives; and supports the ACT Government's commitment to managing risk to meet its fiscal, social and environmental responsibilities.

The Directorate's approach to risk management is based on the Australian and New Zealand Risk Management Standard AS/NZS ISO 31000:2009. The TCCS Risk Management Framework and Risk Management Plan provides employees with the foundations and principles of risk management processes to ensure a consistent, effective and efficient approach to the identification, treatment and management of risk at all levels of the Directorate.

Risk assessment is undertaken at the strategic, operational and project levels across TCCS. Risk registers are developed and supported by:

- > risk treatment action plans, business plans and project plans;
- > emergency management and business continuity plans;
- > internal audit and compliance programs;
- > development and implementation of a Quality Management Framework and supporting program; and
- > monthly executive risk reporting.

The TCCS Executive Board has oversight of risk management within the Directorate, with additional monitoring and assurance undertaken by the TCCS Audit Committee. The ongoing monitoring, review and reporting of directorate risk registers ensures that the Directorate's risk profile retains its accuracy and currency.

During the reporting period 51 employees participated in ACT Insurance Authority (ACTIA) risk management training. Two training sessions were offered, introductory level training and the management of risk in projects. Training options were made accessible to all employees, through the TCCS Training calendar, TCCS's Project Management Community of Practice and the Divisional Business Managers network.

TCCS worked collaboratively with the ACTIA in establishing and maintaining best practice risk management processes. TCCS participated in the government wide risk management maturity review, reviews of whole of government risk management tools, including risk registers, risk matrix and a risk management framework.

TCCS recognises business continuity management as a core component of good governance and supports the Directorate's commitment to effectively deliver the Directorates' critical services following a significant business interruption event. During the reporting period the TCCS Business Continuity Framework was reviewed and tailored to support the effective delivery of key community and public focused services. The Framework will be reviewed every two years to ensure business continuity planning is effective and continues to support organisational resilience.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

B.5 - Internal Audit

The internal audit function within TCCS is overseen by a Chief Audit Executive and administered by a designated TCCS Audit Manager. The Audit Committee is an integral part of the internal audit function and reports to the Director-General on the governance, risk and internal control environment. The Audit Committee oversaw the development and implementation of an 18-month strategic internal audit plan and the 2017-18 audit work plan. Both plans use a risk-based methodology to identify and prioritise areas of strategic and operational risk.

TCCS internal audit activities are conducted through the ACT Government's whole of government internal audit services panel contract which includes performance, compliance and information technology categories. Seventeen internal and external audits were presented during 2017–18 to the Audit Committee for consideration. This includes eight performance audits, six compliance audits and three audits by the ACT Auditor-General.

During 2017-18, the Audit Committee consisted of six members: an independent external chair, two internal executive members, and three independent members external to ACT Government. The Audit Committee met four times during the year to discuss performance/compliance audits and once to discuss financial statements. In addition, the Audit Committee Charter and Internal Audit Charter were endorsed by the Audit Committee and approved by the Director-General.

TABLE 13: TCCS AUDIT COMMITTEE MEMBERSHIP

Name of Member	Position	Meetings eligible to attend	Meetings attended
Mr Will Laurie	Independent External Chair	5	5
Mr Ken Moore	Independent External Member	5	5
Ms Glenys Roper	Independent External Member	5	4
Ms Cathi Moore	Independent External Member	5	5
Mr Brendan McAvoy	Internal Executive Staff Member (until May 2018)	4	3
Mr Daniel Childs	Internal Executive Staff Member	5	5

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

B.6 - Fraud Prevention

The ACTPS Integrity Policy sets the whole of government direction on the promotion of integrity in the ACTPS. The Public Sector Management Standards 2006 details the formal responsibilities of agencies to promote integrity and to control fraud and corruption.

Fraud control arrangements were overseen by the Senior Executive Responsible for Business Integrity Risk (SEBRIR) and monitored by TCCS's Audit Committee. The SERBIR was supported by an advisory panel consisting of the Director People and Capability, Director Legal and Contracts and the Agency Security Advisor, The advisory panel met regularly and examined mechanisms for prevention, detection and reporting. Suspected fraud and corruption cases were monitored and actioned by the advisory panel.

The TCCS Fraud and Corruption Prevention Plan provided a framework aimed at enhancing integrity, reducing the risk of fraud and corruption, and assisting our employees to make decisions in the reporting of fraud, corruption and other ethical matters.

Prevention and detection measures included:

- > raising the general awareness of employees by participation in TCCS's induction program and targeted training for areas identified as high risk;
- > promoting ethical and proper conduct through 'all staff updates' and on the TCCS intranet;
- > conducting a comprehensive internal audit program to address issues of business integrity risk; and
- > undertaking risk assessments based on formal and informal information sources.

During the year, 180 employees participated in the Fraud and Ethics Awareness Program. A further 280 employees received an overview of fraud and ethics through TCCS induction training and Transport Canberra driver continuity training programs.

With increased awareness, proactive reporting and review mechanisms within the Directorate, 21 instances of alleged fraudulent behaviour were reported during the financial year; nine are still under review.

TABLE 14: INCIDENTS OF REPORTED FRAUD

Allegation	Outcome
Bribery	Criminal investigation conducted. Employees' position terminated.
Evaded liability to government	A formal investigation was conducted. Employee sanctioned.
Evaded liability to government	A formal investigation was conducted. Employee sanctioned.
Misuse of corporate card	A review was conducted. Employee counselled.
Misuse of government equipment	Preliminary review conducted. Insufficient evidence to proceed with a formal investigation.
Misuse of government equipment	This matter is currently under review.
Misuse of government equipment	This matter is currently under review.
Misuse of government equipment	This matter is currently under review.
Misuse of government equipment	This matter is currently under review.
Misuse of government equipment	This matter is currently under review.
Misuse of government property by an employee	A review was conducted and a staff members' employment terminated.
Misuse of government property and unauthorised absence during work hours by an employee	A review was conducted and a staff member was sanctioned.
Misuse of position to influence an outcome	A review was conducted and determined there was insufficient evidence to proceed to formal investigation.
Submission of false time sheets	This matter is currently under review.
Submission of false time sheets	Preliminary review was conducted. Employee resigned their position.

Allegation	Outcome
Unauthorised absence during work hours	Formal investigation conducted. Employee sanctioned.
Unauthorised use of information	This matter is currently under review.
Submission of false time sheets	This matter is currently under review.
Submission of false time sheets	A review was conducted and determined the allegations were founded. Due to extenuating circumstances, the overpayments were written off by Chief Finance Officer.
Third party overcharged on invoices	This matter is currently under review.
Use position to influence an outcome	A review was conducted. Insufficient evidence to proceed to an investigation.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.



B.7 - Work Health and Safety

The safety and wellbeing of staff within TCCS continues to be a priority, it is a core value for the Directorate and is managed in accordance with statutory provisions of the Work Health and Safety Act 2011. Our primary focus has been on developing a dedicated TCCS Work Health and Safety (WHS) Management System to support our diverse working environment and to build a workforce that is mindful and committed to health and safety.

TCCS operates under a tiered Health and Safety Committee structure consisting of the Work Health and Safety Steering Committee (Tier 1), Divisional WHS Peak Committees (Tier 2) and Branch/Business Unit WHS Committees (Tier 3). The WHS Steering Committee meets quarterly and is represented by the Director-General, Deputy Directors-General, Executive Directors, Directors, Senior Managers, Health and Safety Representatives (HSR) and Safety and Wellbeing Advisors embedded across the organisation.

FIGURE 12: TCCS WORK, HEALTH AND SAFETY CONSULTATIVE STRUCTURE



During the reporting period activities included:

- > development of a WHS Management System to deliver an integrated systematic approach to managing work health and safety and to build our organisational safety capability and maturity;
- > review of divisional reports on WHS activities and initiatives, incidents and updates to the Emergency Control Organisation:
- > an independent external review of WHS risk registers within City Services was conducted to assess the application of WHS risk management and the quality, effectiveness and transparency of each register;
- > engagement of additional health and safety advisors dedicated to City Presentation to assist managers with health and safety issues and to drive health and safety initiatives; and
- > establishment of a Safety Community of Practice. The theme for 2018 is Occupational Violence with a view to develop an Occupational Violence Management Plan. A presentation and facilitated workshop was conducted to identify high risk areas and a plan was developed to risk assess those areas.

TCCS developed and implemented a range of safety and wellbeing initiatives to promote a culture where health, safety and wellbeing are part of everyday business.

Safety initiatives included:

- > promotion of WorkSafe ACT's Safety Month;
- > pilot program trialling customised hearing protection to improve communication and safety in high risk areas;
- > Transport Canberra safety walk-arounds;
- > formalised HSR roles and responsibilities at TCCS's two primary office locations (490 and 496 Northbourne Avenue); and
- > developement of a notifiable incident report card to assist in reporting and preserving accident sites. This will provide readily accessible information to employees, supervisors and managers.

Health and Wellbeing initiatives undertaken included:

- > influenza vaccinations offered at various locations for staff;
- > delivered the Oz Help Workplace Tune-Up program within Transport Canberra. The assessment covered a variety of factors including tailored and confidential health results and recommendations, and access to a personal wellbeing coach;
- > WHS training for employees;
- > Mental Health awareness presentations covering tips and strategies to promote positive mental health;
- > presentation to launch R U OK day;
- > participation in the Healthy Workplace Challenge;
- > Roads ACT continue to deliver the Health Futures program which promotes healthy lifestyle choices;
- > healthy choice vending machines;
- > engagement of occupational therapists to conduct workplace assessments; and
- > promotion of professional and confidential counselling services available to staff and their families under the ACT Government Employee Assistance Program contract.

Accident incident reporting

During 2017-18 there were 819 reported workplace accidents or incidents across TCCS. Of those, 34 required notification to WorkSafe ACT in accordance with Part 3, Section 38 of the *Work Health and Safety Act 2011*. One improvement notice was issued by WorkSafe ACT in relation to an electric shock sustained by a contractor engaged by the Directorate to undertake works. TCCS performance against the Australian Work Health and Safety Strategy 2012–2022 targets are reported in the following tables.

TABLE 15: TARGET 1 – REDUCE THE INCIDENCE RATE OF CLAIMS RESULTING IN ONE OR MORE WEEKS OFF WORK BY AT LEAST 30 PER CENT

Financial year	# new 5 day claims	Rate per 1,000 employees	TCCS Target	ACTPS # new 5 day claims	ACTPS Rate per 1000 employees	ACTPS Target
2012 - 13	34	18.95	26.42	274	13.42	12.08
2013 - 14	48	26.80	25.61	257	12.20	11.70
2014 - 15	41	23.19	24.79	229	10.49	11.33
2015 - 16	26	14.42	23.97	205	9.36	10.96
2016 - 17	40	24.35	23.16	243	10.91	10.58
2017 - 18	33	19.82	22.34	202	8.93	10.21

Data in the above table demonstrates reduction in the number of claims reaching five days off work. This corresponds with a decrease in the number of claims received by the Directorate in 2017-18 over the previous financial year.

TABLE 16: TARGET 2 - REDUCE THE INCIDENCE RATE OF CLAIMS FOR MUSCULOSKELETAL DISORDERS (MSD) RESULTING IN ONE OR MORE WEEKS OFF WORK BY AT LEAST 30 PER CENT

Financial year	# new 5 day MSD claims	Rate per 1000 employees	TCCS Target	ACTPS # new 5 day MSD claims	Rate per 1000 employees	ACTPS Target
2012 - 13	27	15.05	19.08	183	8.96	8.29
2013 - 14	31	17.31	18.49	175	8.31	8.03
2014 - 15	32	18.10	17.90	144	6.63	7.78
2015 - 16	21	11.65	17.31	146	6.67	7.52
2016 - 17	22	13.39	16.72	150	6.72	7.26
2017 - 18	23	13.81	16.13	128	5.66	7.01

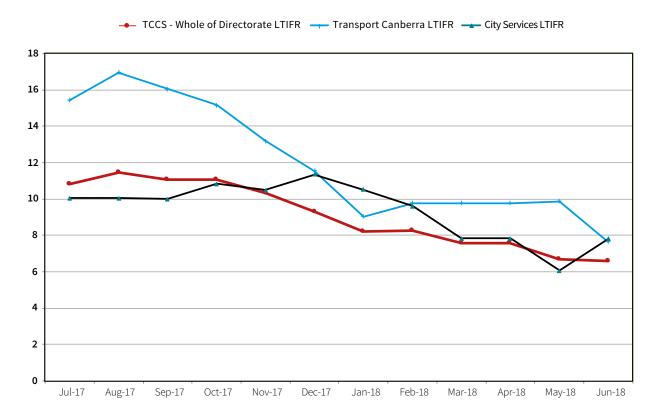
The above table demonstrates a sound result in relation to musculoskeletal claims. It is substantially better than the Directorate target. TCCS is a physical and operational workplace and the risk of musculoskeletal injury is an area of specific focus for our Safety and Wellbeing branch.

Lost-time injury frequency rate

Lost-time injury frequency rates (LTIFRs) are the number of lost-time injuries within a given accounting period relative to the total number of hours worked in the same accounting period. The number of lost-time injuries per hour worked is always a very small number. Therefore, for ease of interpretation, a multiplier of 1 million is used and LTIFRs are reported as the number of lost-time injuries per million hours worked.

In 2018-19 there has been a significant reduction in LTIFRs which demonstrates that TCCS's focus on safety is having a real impact.

TABLE 17: 2017-18 LOST-TIME INJURY FREQUENCY RATE



Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466

B.8 - Human Resource Management

TCCS programs are designed to attract, build and retain a competent, resilient and diverse workforce that is capable of delivering a wide range of services. To enable this, TCCS focused on building a positive, safe and inclusive workplace culture aligned to TCCS values and instigated a range of initiatives to build capability across the Directorate.

Respect, Equity and Diversity

Under the ACT Government's *Respect, Equity and Diversity Framework* (RED), TCCS continued to provide education and resources to help all employees build and maintain a positive workplace culture. RED Contact Officers continued to be available to employees who were experiencing difficulties at work, and TCCS promoted nationally recognised initiatives supporting diversity and inclusion. Training was also provided in RED and Code of Conduct, diversity and inclusion, and managing workplace behaviours.

TCCS has an ongoing commitment to reconciliation and, through Yarning Together workshops, has begun developing our second RAP. The purpose of these workshops is to ensure TCCS adopts a co-design approach to the development of the second RAP, drawing on the experience and insights of employees from all business units to develop innovative and practical reconciliation actions.

The TCCS RAP activities are addressed in Section B1, Aboriginal and Torres Strait Islander Reporting on page 15.

TCCS continues to implement diversity employment strategies to increase the employment of Aboriginal and Torres Strait Islander peoples, and people with a disability. The strategies focus on four key areas:

- > leadership and planning;
- > attracting and recruiting a diverse workforce;
- > developing and retaining a diverse workforce; and
- > improving workforce diversity data.

Examples of these strategies include: maintaining diversity targets in executive performance plans, and aligning an executive sponsor against each strategy to foster, grow and focus our leadership commitment at all levels.

Employing an Inclusion Officer enabled responsive, education and advice on the development and implementation of employment strategies for people with a disability. This was achieved by participating in the proposed whole of government inclusion network and maintaining ongoing Social Enterprise Agreements with community-based organisations to provide a pool of employees with disability to deliver Directorate services.

TCCS is in its second year of implementing the *Strategies to Meet Diversity Employment Targets 2016-19*. Some of the strategies include awareness training, establishing identified positions, promoting large annual recruitment drives such as the bus operators for Transport Canberra Operations. Other targets have included specific diversity groups and funding for a diversity scholarship aimed at building capability and supporting career progression.

During the year, TCCS initiated and established a position of Executive Champion for the employment of people with disability in addition to the RAP and RED Executive Sponsor. TCCS celebrated International Day of People with Disability in collaboration with a variety of business units and employees with disability across the Directorate. The event included a discussion with Michael Roeger, a three time Paralympian. TCCS also screened a short video featuring some of TCCS's employees with disability talking about their jobs, and managers talking about employing people with disability and the value of their contribution to our workplace. We look forward to doing more to build on these foundations in 2018-19 and beyond.

TCCS has increased the headcount for people with disability and Aboriginal and Torres Strait Islander employees. For 2017–18, the headcount for people with disability is 64 (below the 2017–18 target by three) and for Aboriginal and Torres Strait Islander peoples is 44 (exceeding the 2017–18 target by four).

Entry-level employee programs

Entry-level programs are an important workforce planning and development strategy as they support mentoring opportunities, build skills, capability and support success planning for the future. During 2017-18 through entry – level programs, TCCS employed:

- > 24 apprentices in the fields of horticulture and heavy vehicle diesel mechanics;
- > one cadet was recruited at Yarralumla Nursery, training in horticulture; and
- > one trainee with disability successfully completed a traineeship in Transport Canberra buses, and two trainees with disability being supported in Innovation and Customer Experience, and Governance and Ministerial Services.

The Directorate is providing LGBTIQ awareness sessions for all employees to help increase awareness and ensure our services meet the needs of the community. TCCS looks forward to progressing work in this area in 2018-19 further embedding our values and building a respectful and inclusive place to work.

Aboriginal and Torres Strait Islander Cultural Awareness training continues to be delivered and made available to all employees with approximately 60 employees having attended in 2017-18. This training is mandatory for all executives and managers in TCCS and has contributed significantly to the development and implementation of the TCCS RAP and Diversity Employment Strategies.

TCCS has committed to five placements as part of the 2018 ACTPS Vocational Employment Program. One inclusion placement within the City Services division and one with the Chief Operating Group and three Aboriginal and Torres Strait Islander placements across City Services and Transport Canberra.

The Australian School-Based Apprenticeships (ASBA) scheme provides year 11 and 12 students with the opportunity to gain industry experience and work towards or complete a nationally recognised qualification. TCCS hosted four ASBAs with one successfully completing the program during 2017-18. TCCS also provided numerous work experience opportunities to ACT high school and college students.

TCCS has committed to participate in the ACTPS 2018 ASBA Inclusion Program hosting three Aboriginal and Torres Strait Islander ASBA's in Finance, ACTION (Transport Canberra) and Roads ACT.

TCCS employed four graduates in City Services (Infrastructure and Public Policy and Administration streams), Chief Operating Officer Group (Commerce/Business stream) Customer Experience, and Transport Canberra (Infrastructure stream) as part of the 2017 ACTPS Graduate Program. In December 2017, two graduates from City Presentation and Communications successfully completed the ACTPS Graduate Program and were permanently appointed. In 2017, the Chief Information Officer and Finance areas each engaged an intern through the ANU College of Business and Economics Internship Program.

TCCS has committed to employing five graduates as part of the 2019 ACTPS Graduate Program.

Reward and recognition

TCCS provides an opportunity to acknowledge and celebrate the achievements of individuals and teams in categories aligned to the vision and values of our Directorate. This year, the five award categories included Innovation, Customer Service, Safety, and Respect with the inclusion of Reconciliation which was a commitment from our RAP. Nominations were open to all TCCS employees, other ACT public servants and members of the community. Award winners were recognised during Director-General and Deputy-Director General site presentations. A format change was made to the way Awards were presented to recipients as a direct result of employee feedback, with winners and commendation recipients being recognised by the Director-General and the Deputy Director-General in their work environments amongst colleagues and supervisors. The Awards were held in June 2018.

Learning and development

A range of training programs were delivered during 2017-18 with a focus on creating and maintaining inclusive and respectful workplaces and building the capability of executives, middle managers and field-based employees.

This year, TCCS implemented a Learning Management System to help ensure compliance with our field based workforce as well as helping to identify training needs for the Directorate.

Work continues to be undertaken to further strengthen and sustain leadership capability and establish an increasingly high performance culture.

TCCS has developed a Manager Capability Framework for senior managers. This framework is aligned to TCCS values and the ACTPS Capability Framework and used to clarify and communicate shared expectations and to understand areas for improvement for current and future leaders. The framework will assist in articulating shared expectations about the skills, capabilities and behaviours required of TCCS managers to deliver business objectives now and into the future. Specific initiatives to develop manager capability will be further informed by the TCCS People Strategy, which is due for completion early in October 2018.

This year, TCCS implemented a Learning Management System to help ensure our field based workforce has completed the necessary training to safely undertake their duties, as well as helping to identify training needs for the Directorate.

Ensuring the safety and competence of our field based employees is a high priority for TCCS. A wide variety of competency-based training programs were provided to support the development and maintenance of practical skills required by employees to undertake their role, including courses such as:

- > temporary traffic management;
- > asbestos awareness; and
- > chainsaw operation and chemical safety.

TCCS continued to review the training made available to employees to ensure currency and relevance for the varied tasks undertaken.

WHS training continued to be made available to all employees to build their knowledge and understanding of legislative requirements. It is also instrumental in developing a workplace culture that values and promotes the importance of safety for employees, their colleagues and the community.

Study assistance was provided to 26 employees across TCCS in areas mutually beneficial at a total cost of \$62,058.

A further 145 employees completed a range of other training courses available through the ACTPS Training Calendar at a total cost of \$59,307. This included Representative Training, Introduction to Government Procurement, Persuasive Communication, Writing for Government – Briefs and the use of various Microsoft packages.

Employee relations

The Employee Relations Unit works collaboratively with managers to develop and implement contemporary human resource practices to assist in people management and employee relations matters. It also monitors under-performance in the workplace, discipline action, internal reviews and appeals, machinery of government procedures and other complex employment issues. Where required the unit also undertakes investigation, manages dispute resolutions, responds to industrial action, complaints, litigated matters and claims made through the Fair Work Commission.

Attraction and Retention Incentives (ARins)

As at 30 June 2018, TCCS had five individual ARins. No ARins were entered into during the year and one was terminated due to the employee leaving the Directorate.

TCCS has no existing Australian Workplace Agreements (AWAs).

TABLE 18: ATTRACTION AND RETENTION INCENTIVES (ARINS) CLASSIFICATIONS

	Classification range	Remuneration at 30 June 2017
Individual and group ARins	INFRA3 - SOA	\$110,536 – \$137,415

Note: TCCS has no privately plated vehicles as at 30 June 2018 and no employees have transferred from AWAs during the period.

TABLE 19: ATTRACTION AND RETENTION INCENTIVES (ARINS)

Description	Number of individual ARins	Number of group ARins	Total employees covered by group ARins	Total
	А	В	С	(A+C)
ARins				
Number of paid ARins at 30 June 2018	5	0	0	5
Number of ARins transferred from Special Employment Arrangements (SEAs) in the period	0	0	0	0
Number of ARins entered into during period (excluding pre-existing)	0	0	0	0
Number of ARins terminated during period	1	0	0	1
The number of ARins providing for privately plated vehicles as at 30 June 2018	0	0	0	0
The number of ARins or employees who have transferred from AWAs during the period	0	0	0	0

Staffing Profile

TABLE 20: FULL-TIME EQUIVALENT AND HEADCOUNT BY DIVISION

Division	FTE	Headcount
Chief Operating Officer	104.9	110
City Services	680.6	719
Finance, Legal and Sustainability	33.9	35
Office of the Director-General	3.0	3
Transport Canberra	931.5	1,039
Total	1,753.9	1,906

TABLE 21: FULL-TIME EQUIVALENT AND HEADCOUNT BY GENDER

	Female	Male	Total
FTE by gender	415.9	1,338	1,753.9
Headcount by gender	465	1,441	1,906
Percentage of workforce	24.4%	75.6%	100.0%

TABLE 22: HEADCOUNT BY CLASSIFICATION AND GENDER

Classification group	Female	Male	Total
Administrative Officers	186	88	274
Bus Operator	67	673	740
Capital Linen Service Officers	25	28	53
Executive Officers	7	21	28
General Service Officers and Equivalent	39	371	410
Professional Officers	24	22	46
Rangers	0	5	5

Classification group	Female	Male	Total
Senior Officers	96	141	237
Technical Officers	10	48	58
Trainees and Apprentices	7	13	20
Transport Officers	4	31	35
TOTAL	465	1,441	1,906

TABLE 23: HEADCOUNT EMPLOYMENT CATEGORY BY GENDER

	Female	Male	Total
Casual	27	36	63
Permanent Full-time	291	974	1265
Permanent Part-time	99	283	382
Temporary Full-time	42	145	187
Temporary Part-time	6	3	9
TOTAL	465	1,441	1,906

TABLE 24: HEADCOUNT BY DIVERSITY GROUP

	Headcount	Percentage of staff
Aboriginal or Torres Strait Islander	44	2.3%
Culturally and linguistically diverse	330	17.3%
People with disability	64	3.4%

TABLE 25: HEADCOUNT BY AGE GROUP AND GENDER

Age Group	Female	Male	Total
Under 25	14	42	56
25-34	92	200	292
35-44	119	339	458
45-54	131	409	540
55 and over	109	451	560

TABLE 26: AVERAGE LENGTH OF SERVICE BY GENDER

Gender	Female	Male	Total
Average years of service	8.3	9.9	9.5

TABLE 27: PERMANENT RECRUITMENT AND SEPARATION RATES BY CLASSIFICATION GROUP

Classification Group	Recruitment Rate	Separation Rate
Administrative Officers	14.6%	10.8%
Bus Operator	14.7%	5.3%
Capital Linen Service Officers	0.0%	5.5%
General Service Officers and Equivalent	9.1%	6.6%
Professional Officers	8.8%	19.9%

Classification Group	Recruitment Rate	Separation Rate
Rangers	0.0%	0.0%
Senior Officers	17.4%	13.8%
Technical Officers	5.6%	5.6%
Trainees and Apprentices	0%	0%
Transport Officers	0.0%	7.3%
TOTAL	12.6%	7.8%

Note: Apprentices and trainees are engaged as temporary employees and are therefore not reflected in the permanent recruitment and separation rates for these classifications

TABLE 28: RECRUITMENT AND SEPARATION RATES - EXECUTIVE

Classification Group	Recruitment Rate	Separation Rate
Executive Officers	13.6%	27.2%

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466



B.9 - Ecologically Sustainable Development

TCCS delivered many services to the Canberra community that contributed to the environmental footprint of the ACT Government in 2017-18. Under the ACT Government Carbon Neutral Framework (the Carbon Neutral Framework), all ACT Government directorates are required to work towards becoming operationally carbon neutral by 2020.

Under the Carbon Neutral Framework, the ACT Government aims to become carbon neutral on a 'net' basis. This means that while some residual emissions may be produced each year, they will be fully balanced by the purpose of carbon offsets, which are projects that reduce emissions.

During 2017-18, TCCS held representation on the Carbon Neutral Implementation Committee, contributing to a whole of government approach in delivering on the Carbon Neutral Framework.

The TCCS Sustainability Program and TCCS Sustainability Working Group continued to integrate economic, social and environmental considerations in decision-making processes across TCCS in accordance with the Carbon Neutral Framework and the *Climate Change and Greenhouse Gas Reduction Act 2010*. This included updating the TCCS Resource Management Plan 2018-20 with actions under focus areas of stationary energy, transport energy, water, waste and procurement; and the TCCS Carbon Budget 2017-18 (Carbon Budget) with a focus on transport fuel and gas. In 2018-19, TCCS will continue to investigate options for reducing waste to landfill such as soft plastics recycling generated through ACT Government activities.

TCCS achieved a 2.8 per cent reduction in stationary energy, compared with 2016-17. This reduction was achieved through LED lighting upgrades and heating, ventilation and air conditioning improvements at key sites including Capital Linen Services, Libraries ACT, Belconnen bus depot and city maintenance depots.

In 2018 TCCS entered into a seven year Streetlight Energy Performance contract for operating, maintaining and upgrading the streetlight network. A significant proportion of Canberra's streetlight network will be replaced with LED, significantly increasing electrical safety and improving energy efficiency. The replacement program will commence in August 2018 and is estimated to produce 111,175,905 Kwh energy savings over the seven year contract term.

ACT NoWaste continued work to expand the Mugga Lane landfill to provide safe and environmentally responsible disposal options for around 30 per cent of the ACT's waste and to extend the landfill capacity to 2030. ACT NoWaste commenced work on the progressive rehabilitation of the West Belconnen Resource Management Centre before its closure and subsequent transfer to the Ginninderry development in 2020. Other waste initiatives are discussed in this report in Section B.2 Performance Analysis for Output class 2.3 – waste and recycling. Harvesting landfill methane continued from the landfills at Mugga Lane and West Belconnen generating enough electricity to supply over 5.600 homes.

The ACT Waste Feasibility Study presented its recommended roadmap of project and initiatives for community consultation in May 2018. The roadmap is designed to drive increased resource recovery in the ACT, promote circular economy principles and best practice waste management. Refer also to ACT NoWaste on page 40.

Capital works projects aimed to apply ecologically sustainable development principles where possible including an increase in green infrastructure such as trees and plantings to help reduce urban heat effect; greater areas of permeable paving that allows for absorption of stormwater on site; and new or upgraded lighting installations to lower energy use luminaires. Projects also sought to retain/reuse/recycle items where feasible and to find suppliers of furniture or other landscape materials as close to site as possible to reduce transport emissions.

TCCS carried out successful trials of Global Navigation Satellite Systems (GNSS) on mowers to improve efficiency and productivity during the year with all mowers now equipped with GNSS. Data gleaned will inform future mowing programs to increase efficiency and operator safety while the geo-fencing component of the GNSS will ensure that mowers are kept clear of ecologically sensitive areas by alerting the operator if the mower enters a predetermined area of ecological sensitivity.

A second WEED IT unit was added to the TCCS fleet further reducing the time taken to deliver the kerb and gutter weed control program while also improving operator safety. The vehicle mounted units use an optical sensor controlled droplet applicator that targets the green pigment (chlorophyll) in plants and is used to control weeds in kerbs and gutters along roads. The WEED IT units significantly reduce herbicide costs, improves public and operator safety and reduces risk to the environment by accurately applying calibrated herbicide preventing product wastage and overspray.

In 2017-18, TCCS Fleet reduced emissions of 51 vehicles from an average 218g CO2-e/km to 195g CO2-e/km. In 2018-19, TCCS Fleet Services will introduce three hybrid trucks and a hybrid commercial grade mower as well as trial a fully electric truck.

In August 2017 Transport Canberra commenced a trial into alternate energy buses - an electric bus and a hybrid diesel bus. A further electric bus was added to the trial in June 2018. Information gathered from this trial of new technology buses will inform broader fleet replacement options into the future.

Construction has continued in 2017-18 on the first stage of Canberra's Light Rail with a significant scale of activity along the twelve kilometre alignment. The project has continued a focus on minimising material use and reuse of waste material within the construction, in line with the project Sustainability Policy.

The Infrastructure Sustainability Council of Australia has awarded an Excellent Infrastructure Sustainability Design Rating for Canberra Light Rail Stage One. This Rating has been awarded on the project's score of 73.7 out of 100. The Infrastructure Sustainability Rating scores projects across a range of categories covering: management and governance; using resources; emissions, pollution and waste; ecology; people and place; and innovation.

Planning and design for Light Rail Stage Two has advanced and will extend the system south from the City Centre as part of developing an integrated transport network and increasing the use of low emissions public transport. Significant innovations and environmental outcomes implemented in Stage One are being explored in Stage Two.

Encouraging the community to walk, or cycle rather than driving remained a focus for TCCS. The Active Travel Office was expanded to increase promotional opportunities and deliver additional initiatives, which included Canberra Walk & Ride Week, Park & Pedal, Bike Stops, ride or walk to work days and to investigate a trial bike share scheme. School environments were made safer and more conducive for active travel by commencing a School Crossing Supervisor program and delivering of a number of infrastructure improvements through the Active Streets for Schools program.

State of the Environment Report

TCCS provided an update to the Office of the Commissioner for Sustainability and the Environment for their Annual Report on status of actions against recommendations from the State of the Environment Report 2015; update on Directorate actions against the 2013-14 audit undertaken by the Commissioner; and update on recommendations for completed complaint investigations.

TABLE 29: SUSTAINABLE DEVELOPMENT PERFORMANCE: CURRENT AND PREVIOUS FINANCIAL YEAR

Indicator as at 30 June	Unit	Current FY	Previous FY	Percentage change
Directorate/public sector body staff and are	ea			
Directorate/public sector body staff	FTE	1,754	1,711	2.5%
Workplace floor area	Area (m²)	43,117	51,228	-15.8%
Stationary energy usage				
Electricity use	Kilowatt hours	50,868,276	51,196,365	-0.6%
Natural gas use	Megajoules	51,728,629	52,804,415	-2.0%
Diesel	Kilolitres	n/a	n/a	n/a
Transport fuel usage – TCCS Fleet				
Electric vehicles	Number	5	5	0.0%
Hybrid vehicles	Number	10	6	66.7%
Other vehicles (that are not electric or hybrid)	Number	347	332	4.5%
Total number of vehicles	Number	362	343	5.5%
Total kilometres travelled	Kilometres	4,210,996	4,821,511	-12.7%
Fuel use – Petrol	Kilolitres	139	143	-2.8%
Fuel use – Diesel	Kilolitres	994	1,072	-7.3%

Indicator as at 30 June	Unit	Current FY	Previous FY	Percentage change
Fuel use – Liquid Petroleum Gas (LPG)	Kilolitres	n/a	n/a	n/a
Fuel use – Compressed Natural Gas (CNG)	Cubic Metres (Cm³)	n/a	n/a	n/a
Transport fuel usage – ACTION				
Electric vehicles	Number	2	0	200%
Hybrid vehicles	Number	1	0	100%
Other vehicles (that are not electric or hybrid)	Number	434	432	0.5%
Total number of vehicles	Number	437	432	1.2%
Total kilometres travelled	Kilometres	27,413,204	26,700,829	2.7%
Fuel use – Petrol	Kilolitres	n/a	n/a	n/a
Water usage				
Water use	Kilolitres	1,568,502	329,118	376.6%
Resource efficiency and waste				
Reams of paper purchased	Reams	8,354	9,778	-14.6%
Recycled content of paper purchased	Percentage	51	54	-5.6%
Waste to landfill	Litres	13,329,316	2,562,877	420.1%
Co-mingled material recycled	Litres	251,700	370,636	-32.1%
Paper and Cardboard recycled (including secure paper)	Litres	574,490	1,084,369	-47.0%
Organic material recycled	Litres	63,150	27,239	131.8%
Greenhouse gas emissions				
Emissions from stationary energy use	Tonnes CO ₂ -e	61,516	72,662	-15.3%
Emissions from transport	Tonnes CO ₂ -e	35,705	34,940	2.2%
Total emissions	Tonnes CO ₂ -e	97,221	107,602	-9.6%

In relation to the chart above, differences between Enterprise Sustainability Platform sourced data included in the Previous FY (2016-17) column and that in the 2016-17 Annual Report are due to changes such as updates to agency occupancy and historical consumption data, and annual adjustments to ACT specific electricity emissions factors. Where actual data is not available, the Enterprise Sustainability Platform provides estimations using an accruals function. Accruals are calculated from the average annual daily consumption of the most current 12 month period applied for the number of days of missing data. Data includes estimation of 5,358 kWh for electricity and 115,885 kL for water.

Emissions reported for stationary energy and transport fuels include Scope 1 and Scope 2 emissions only. Scope 1 are direct emissions from sources owned and operated by the government including: emissions from fuel used by the government fleet; fugitive emissions from leaks; emissions from landfill. Scope 2 are indirect emissions from mains electricity used to power light, cool and hat government facilities and street lights.

Emission factors used to calculate natural gas and fleet fuel are based on the latest National Greenhouse Accounts factors. Greenhouse gas emissions for electricity consumption have been calculated using the following emissions factors based on the latest ACT Electricity Emissions Factor Report released in May 2018:

- > a factor of 0.667 kilogram (kg) CO₂-e / kilowatt hour (kWh) or 0.667 tonne (t) CO₂-e /megawatt hour (MWh) has been used to calculate electricity emissions (Scope 2) for the 2016-17 period. It is based on actual historical data and is a retrospective adjustment of the original 0.525 factor (Scope 2) used for 2016-17 annual reporting; and
- > a factor of 0.455 kilogram (kg) CO₂-e / kilowatt hour (kWh) or 0.455 tonne (t) CO₂-e /megawatt hour (MWh) has been used to calculate electricity emissions (Scope 2) for the 2017-18 period.

The ACT Government purchased an estimated 7,600 MWh (Megawatt hours) of GreenPower, representing an indicative five per cent of electricity consumption for 2017-18.

Workplace floor area refers to staff accommodation such as office accommodation, staffed depots and heated workshops such as bus depots, interchange transport site offices, etc. Workplace floor area excludes sites that are not occupied by staff or used sporadically such as driver facilities, drop-in depots, cottages, carparks, recycling centres or bus sheds.

Fuel figures for TCCS fleet include all vehicles active through 2016-17 regardless of duration, while total number of vehicles is as at June 2018.

Significant differences between waste data in the previous financial year (2016-17) and that in the current financial year (2017-18) relate to improvements in waste data captured through implementation of the ActSmart Business and Office Recycling Program. As there are still sites to be assessed, a further increase in volumes is expected.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 8479.





C.1 - Financial Management Analysis Directorate Financial Performance

The following assessment of the Directorate's financial performance is based on the net cost of services framework. Net cost of services facilitates an assessment of performance by showing the full cost and composition of resources consumed in conducting the operations of the Directorate. It shows the extent to which these costs were recovered through User Charges and independent sources, and the net cost of operations to the Territory.

The following financial information is based on audited financial statements for 2017-18 and 2016-17, 2017-18 Original Budget and the forward estimates contained in the 2018-19 Budget Portfolio Statements.

Changes to administrative structure

The Directorate's functions changed in 2017-18 compared to 2016-17.

On 1 July 2017, the Sportsground management function was transferred from CMTEDD. The total value of the net assets transferred was \$439.11 million. This transfer was included in the 2017-18 Original Budget.

On 1 July 2017, the Transport planning and reform function was transferred from EPSDD. The total value of the net liabilities transferred was (\$0.069) million. This transfer was not included in the 2017-18 Original Budget.

Total Net Cost of Services

TABLE 30: A NET COST OF SERVICES

	Actual	Original Budget	Actual	Forward Estimate	Forward Estimate	Forward Estimate
	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21
	\$m	\$m	\$m	\$m	\$m	\$m
Total Expenses	554.3	530.0	582.6	637.8	620.3	644.9
Total Own Source Revenue	44.0	36.6	46.0	50.6	36.8	37.9
Net Cost of Services	510.3	493.4	536.6	587.2	583.5	607.0

Comparison to Original Budget

The Directorate's net cost of services for 2017-18 of \$536.6 million was \$43.2 million or nine per cent higher than the Original Budget of \$493.4 million. These variances are explained in the Total Expenses and Total Own Source Revenue sections.

Comparison to 2016-17 Actual Net Cost of Services

Total net cost of services for 2017-18 was \$26.3 million or five per cent higher than the prior year. These variances are explained in the Total Expenses and Total Own Source Revenue sections.

Future trends

The Infrastructure delivery functions was transferred to the Directorate on 1 July 2018 from CMTEDD. The infrastructure delivery section is responsible for planning, business case development and oversight of infrastructure projects to support the land release program.

The Directorate's net cost of services is estimated to increase by \$50.6 million in 2018-19 primarily due to the anticipated higher expenses resulting from Light Rail Stage 1 Public Private Partnership's Operational Availability Payments and Interest (\$37.1 million) and the planning for Light Rail Stage 2 (\$12.5 million).

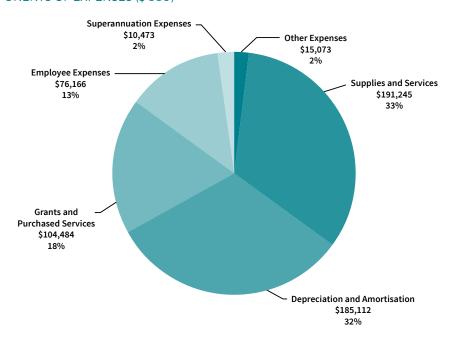
Total Expenses

Components of Expenses

Figure 13 identifies the components of the Directorate's expenses for 2017-18, with the largest components being Supplies and Services representing 33 per cent (\$191.2 million), Depreciation and Amortisation Expenses at 32 per cent (\$185.1 million), Grants and Purchased Services representing 18 per cent (\$104.5 million), Employee and Superannuation expenses representing 15 per cent (\$86.6 million, 875 FTE as at 30 June 2018 and a full year average of 864) and Other Expenses at two per cent (\$15.1 million).

Supplies and Services expenses include payments for Contractors and Consultants of \$65.3 million, Repairs and Maintenance expenses (Territorial roadworks, stormwater preventative maintenance, road resealing and community paths) of \$53.9 million, Building and Facilities operating costs of \$25.1 million (water, electricity and rent), and IT and Communication costs of \$10.9 million.

FIGURE 13 COMPONENTS OF EXPENSES (\$'000)



Comparison to the Original Budget

Total expenses of \$582.6 million were \$52.6 million, or 9.9 per cent higher than the 2017-18 Original Budget. This higher than budgeted expenses were the result of:

- > higher than budgeted Depreciation and Amortisation (\$27.1 million) due to the Original Budget excluding the impact of asset revaluations and gifted assets received in previous financial years. The 2018-19 Budget has been increased by \$25.6 million to reflect these impacts.
- > higher than budgeted Other Expenses (\$14.8 million) relating to unbudgeted expenses, including:
 - a) expensing of costs from capital projects that did not meet asset recognition criteria in accordance with Australian Accounting Standards (\$11.5 million);
 - b) asset write offs (\$2.2 million); and
 - c) assets transfers to other ACT Government agencies (\$0.8 million).

- > higher than budget Supplies and Services (\$8.5 million) due to:
 - a) Light Rail Stage 2 and City to the Lake Arterial Road Concept Design (\$4.6 million) which was classified as capital funding in the Original Budget. The Budget has been adjusted to transfer the amount from capital to recurrent funding during the year; and
 - b) a budget shortfall in water charges (\$4.4 million). The Original Budget for water in the Sportsground management function transferred from CMTEDD was \$3.5 million but the actual result in 2017-18 was \$7.9 million.
- > higher than budgeted Employee and Superannuation expenses (\$2.7 million) due to:
 - a) the Original Budget for workers compensation insurance premiums budget being understated (\$1.8 million);
 - b) recognition of employee expenses relating to in-principle agreement to the new Enterprise Bargaining Agreements (EBAs) (\$0.7 million).

Comparison to 2016-17 Actual Expenses

This year's total expenses was \$28.3 million or 5.1 per cent higher than the previous year. This was mainly due to:

- > higher Supplies and Services (\$36.0 million) resulting to:
 - a) the Sportsground management function transferred from CMTEDD (\$13.9 million); and
 - b) new initiatives including Light Rail Stage 2 (\$15.1 million), Green Bin rollout and Container Deposit Scheme (\$2.1 million), Federal Roads Resealing Blitz (\$1.5 million) and Better Suburbs and Improve Local Shopping Centres (\$1.0 million).
- > higher Depreciation and Amortisation (\$25.4 million) principally due to the Sportsground management function transferred from CMTEDD (\$21.7 million).
- > higher Employee and Superannuation expenses (\$8.7 million) mainly due to the increase in the average number of full-time equivalent (FTE) staff in 2017-18 (864) compared to 2016-17 (794). The increase in staff numbers is mainly due to the Sportsground management function transferred from CMTEDD (25) and Transport planning and reform function from EPSDD (4) and new initiatives including Light Rail Stage 2 (16), Better Suburbs (7), Waste Feasibility (6), Green Bin rollout (4), Container Deposit Scheme (3) and Kerbside Bulky Waste Collection (2).
- > higher Grants and Purchased Services (\$4.6 million) mainly for the additional Government appropriation transferred to ACTION for network improvements including the introduction of the Green Rapid between Woden and the City, and the Black Rapid between the Belconnen and Gungahlin Town Centres (\$3.6 million).

These were partially offset by:

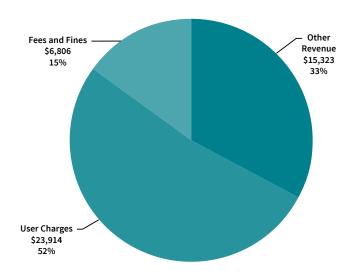
> lower Other Expenses (\$46.5 million) due to a one-off transfer of the Constitution Avenue to the Commonwealth in 2016-17 (\$44.8 million). This upgrade project was funded in prior years by the Commonwealth and completed in 2016-17.

Total Own-Source Revenue

Components of Own-Source Revenue

Total own-source revenue was \$46.0 million, comprising total User Charges of \$23.9 million, (52 per cent) which includes Linen revenue and hiring sports and recreation facilities, Fees and Fines of \$6.8 million, (15 per cent) and Other Revenue of \$15.3 million, (33 per cent) which includes Acceptance Fees for Contaminated Waste and Resources Received Free of Charge.

FIGURE 14 COMPONENTS OF OWN-SOURCE REVENUE (\$'000)



Comparison to the Original Budget

Own-Source Revenue for the year ended 30 June 2018 was \$46.0 million, \$9.4 million or 25.7 per cent higher than the 2017-18 Original Budget of \$36.6 million, reflecting a combination of factors including:

- > higher than budgeted Other Revenue (\$13.5 million), due to:
 - a) budget for the Asbestos Eradication Scheme (\$5.5 million) being incorrectly classified as User Charges:
 - b) the Original Budget excluding Contaminated Waste Revenue (\$3.2 million);
 - c) unbudgeted contributions from waste contractors (\$1.3 million);
 - d) \$1.2 million relating to the Transport planning and reform function transferred from EPSDD which was not budgeted; and
 - e) higher than expected Resources Received Free of Charge associated with legal services from the Justice and Community Safety Directorate (\$1.0 million).
- > higher than budgeted Fees and Fines (\$1.8 million) from higher than expected land use permit applications received.

These were offset by lower than budgeted:

> User Charges (\$5.8 million) due to the Original Budget incorrectly classified Other Revenue from the Asbestos Eradication Scheme (\$5.5 million) as User Charges.

Comparison to 2016-17 Actual Own Source Revenue

This year's Own Source Revenue was \$46.0 million, \$2.0 million or five per cent higher than previous year. The increase is largely attributable to the following:

- > Fees and Fines (\$0.6 million) received for higher land use permit applications processed in 2017-18.
- > Other Revenue (\$1.3 million) received from EPSDD is a one-off funding recovery for the Transport planning and reform function transferred to the Directorate on 1 July 2017.

Directorate Financial Position - Total Assets

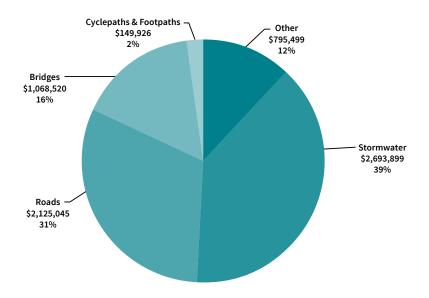
Components of Total Assets

At 30 June 2018, the Directorate held 97.7 per cent of its total assets of \$9.8 billion in Property, Plant and Equipment.

The major component of Property, Plant and Equipment is Infrastructure Assets (\$6.8 billion).

Figure 15 indicates that the major categories of Infrastructure Assets are Stormwater Assets 39 per cent, Roads 31 per cent, Bridges 16 per cent, Other Assets 12 per cent and Cyclepaths and Footpaths two per cent.

FIGURE 15 INFRASTRUCTURE ASSETS (\$'000) AT 30 JUNE 2018



Comparison of Original Budget

Total Assets at 30 June 2018 was \$29.0 million, 0.3 per cent lower than the Original Budget.

> This was mainly due to lower than budgeted Capital Works in Progress (\$53.5 million) relating to the re-profiling of Light Rail Stage 1 retained risk funding (\$45.4 million) as it was not required for the 2017-18 financial year and Better roads, Better public transport projects (\$9.0 million).

These were partially offset by higher than budgeted:

- > Cash and Cash Equivalents (\$11.2 million). The Original Budget was understated by \$4.5 million. The remaining difference reflects Net Cash Inflows from Operating Activities (\$5.4 million). Additional cash was received from CMTEDD (\$0.5 million) for the Sportsground management function and (\$0.3 million) Carbon Neutral Fund Loan
- > Property, Plant and Equipment (\$13.3 million) relating to unbudgeted assets transferred from CMTEDD.

Comparison to 2016-17 Actual

The Directorate's total asset position was \$0.5 billion, 5.4 per cent higher than the previous year's total of \$9.3 billion. This was mainly due to increase in:

- > Property, Plant and Equipment by \$410.8 million, 4.5 per cent from 2016-17. The increase was mainly due to assets transferred from CMTEDD for the Sportsground management function (\$433.3 million). Other key movements are asset additions (\$146.2 million), revaluation increments (\$18.1 million) and depreciation (\$183.6 million).
- > Capital Works in Progress (WIP) by \$88.4 million, 96 per cent from 2016-17. Infrastructure WIP increased by \$68.3 million, mainly relates to the following projects:
 - Horse Park Drive duplication (\$15.5 million);
 - Ashley Drive Stage 2 (\$12.0 million);
 - Gundaroo Drive Stage 2 duplication (\$11.4 million);
 - Weston Creek Cotter Road duplication (\$11.3 million);
 - Essential Waste Management Infrastructure (\$5.0 million);
 - Urban Renewal Program Philip Oval Upgrade (\$4.6 million);
 - Lyneham Sports Precinct Stage 3 (\$4.5 million);
 - West Belconnen Aikman Drive duplication (\$3.9 million); and
 - Light Rail Stage 1 (\$12.5 million).

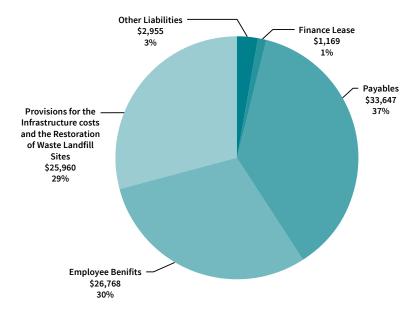
Directorate Financial Position - Total Liabilities

Components of Total Liabilities

At 30 June 2018, the Directorate held Total Liabilities of \$90.5 million.

Figure 16 indicates that the major categories of the Directorate's liabilities are Payables \$33.6 million, (37 per cent), Employee Benefits \$26.8 million, (30 per cent), Provisions for the Infrastructure costs and the Restoration of Waste Landfill Sites \$26.0 million, (29 per cent), Other Liabilities \$3.0 million, (three per cent) and Finance Leases \$1.2 million, (one per cent).

FIGURE 16 TOTAL LIABILITIES (\$'000) AT 30 JUNE 2018



Comparison to the Original Budget

The Directorate's liabilities at 30 June 2018 of \$90.5 million was consistent with the Original Budget of \$91.7 million.

Comparison to 2016-17 Actual

Total Liabilities were consistent with the previous year total of \$89.4 million.

Territorial Statement of Income and Expenses

Total Income

The major categories of territorial income are commercial and industrial Waste Acceptance Fees and Dog Registration Fees.

Comparison of 2017-18 total Income to the Original Budget

Total territorial income for the year ended 30 June 2018 of \$18.4 million, was consistent with the 2017-18 Original Budget.

Comparison of 2017-18 total Income to 2016-17

Total Income was \$2.1 million, 12.9 per cent higher than the previous year, mainly due to higher than expected fees associated with the acceptance of commercial and industrial waste to landfill.

Future trends

Fees and Fines for 2018-19 are budgeted at \$19.0 million. Budgeted expenses represents the transfers of income to the ACT Government. Both expenses and income are expected to increase gradually across the forward estimates largely in line with forecast indexation.

ACTION Financial Performance

The following financial information is based on audited Financial Statements for the 2016-17 and 2017-18 financial years, the original 2017-18 Budget and the forward estimates contained in the 2018-19 Budget Papers.

Operating Result Compared to Budget

The Operating Result for ACTION was a deficit of \$3.8 million, which is \$9.2 million lower than the budgeted deficit of \$13.0 million.

Total Revenue was \$156.7 million, which is \$14.9 million higher than budgeted revenue of \$141.8 million. Total expenses were \$160.5 million, which is \$5.7 million higher than the budgeted expenditure of \$154.8 million.

Total Income

Components of Total Income

Figure 17 illustrates that for the financial year ended 30 June 2018, 16 per cent of ACTION's total income of \$156.7 million was from Non-ACT Government user charges, including \$23.7 million in fares. ACT Government user charges for community service obligations and concessional travel payments represent 72 per cent of ACTION's income. In 2017-18 ACTION recognised a gain from the transfer of the Woden Business Park land, building and other minor assets from CMTEDD representing eight per cent of total income or \$12.1 million. The remainder of income relates to fuel tax credits, charter and bus advertising services provided.

User Charges - Non-ACT Government 16%

User Charges - ACT Government 72%

FIGURE 17: COMPONENTS OF TOTAL INCOME FOR 2017-18

Comparison of 2017-18 Total Income to Budget

Total Income of \$156.7 million was \$14.9 million higher than the Budget of \$141.8 million. This was mainly due to unbudgeted:

- > gain of \$12.1 million from the transfer of the Woden Business Park from CMTEDD; and
- > resources received free of charge of \$4.0 million predominantly related to workers compensation premium supplementation from CMTEDD.

Comparison of 2017-18 Total Income to 2016-17

Income in 2017-18 was \$16.6 million higher than the 2016-17 reported result of \$140.1 million. The increase was mainly due to:

- > a gain of \$12.1 million from the transfer of Woden Business Park from CMTEDD;
- an increase in service payments from the ACT Government of \$3.6 million for the introduction of the Green Rapid between Woden and the City and the Black Rapid between Belconnen and Gungahlin Town Centres; and
- > an increase in fares revenue of \$0.5 million attributable to an average fare increase of 2.6 per cent on most fare types from 20 January 2018. ACTION recorded 18.9 million passenger boardings, representing an increase of 0.6 million boardings on the 2016-17 result of 18.3 million, however this was not evident in an increase in revenue due to free travel incentives offered on the new rapid services for the first two months and the full-year impact of free travel offered to pensioners and seniors through the free off-peak travel initiative. Concession travel has seen a 20 per cent growth in 2017-18.

Future Trends

ACTION's income is budgeted at \$149.4 million in 2018-19 and increasing in the forward years. The increase of \$7.6 million in budgeted income from 2017-18 is the result of an increase in:

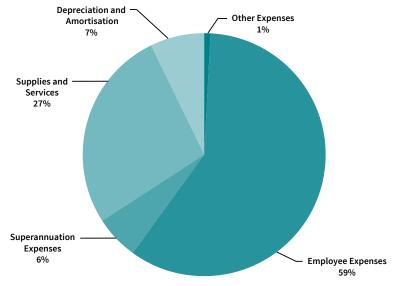
- > Government service payments for additional rapid route service improvements, increased weekend services and funding for the in-principle agreement to the wage increases in the new ACTION EBA and revised indexation parameters; and
- > fares revenue attributable to network improvements including greater service coverage in off-peak periods, including weekends, and the delivery of ten rapid routes.

Total Expenditure

Components of Total Expenses

Figure 18 illustrates the components of ACTION's expenditure for 2017-18 with the largest component of expenses being employee and superannuation expenses representing 65 per cent, or \$104.5 million.

FIGURE 18 COMPONENTS OF EXPENDITURE FOR 2017-18



Comparison of 2017-18 Total Expenses to Budget

Total Expenses of \$160.5 million was \$5.7 million higher than the budget of \$154.8 million. This was due to:

- > an unbudgeted impairment loss of \$1.5 million recognised on the building component of the Woden Business Park transferred from CMTEDD which is scheduled for demolition early 2018-19;
- > above budget workers compensation premium expenses of \$3.5 million for which ACTION received supplementation from CMTEDD;
- > the unbudgeted first time recognition of accrued rostered days off for drivers and transport officers of \$0.9 million; and
- > higher than budgeted expenditure recognised for the in-principle agreement to the wage increases in the new ACTION EBA by \$0.6 million.

This was partially offset by the fuel expense being below budget by \$1.4 million due to a higher fuel price assumed in the budget.

Comparison of 2017-18 Total Expenses to 2016-17

Total Expenditure was \$5.0 million higher than the 2016-17 reported result. This was primarily due to:

- > an increase of \$3.8 million in employee expenses associated with the introduction of the new network in October 2017 increasing full time equivalent employees by 31;
- > first time recognition of accrued rostered days off liability of \$0.9 million for drivers and transport officers;
- > an increase in employee expenditure of \$1.5 million reflecting the in-principle agreement to wage increases in the new ACTION EBA;
- > an increase of \$1.3 million in fuel expenses reflecting a higher average fuel price in 2017-18 and additional kilometres travelled with the commencement of the new network in October 2017 which introduced the Green and Black Rapids, services to new suburbs and the full year impact of services to the airport; and
- > an increase in bus maintenance and running expenses of \$1.2 million due to an additional 13 vehicles placed in service, bus flooring repairs and lease expenses related to the electric bus trial.

This was partially offset by a decrease in other expenses of \$4.0 million as the prior year result included a loss on revaluation of buses of \$5.3 million which is partially offset by the impairment of the Woden Business Park building of \$1.5 million in 2017-18.

Future Trends

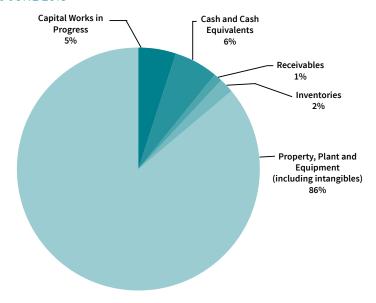
Expenses in 2018-19 and forward years are expected to increase in line with public transport network improvements including greater service coverage in off-peak periods, including weekends, and the delivery of 10 rapid routes and indexation increases.

Total Assets

Components of Total Assets

Figure 19 illustrates that for the financial year ended 30 June 2018, Property, Plant and Equipment, including intangibles and capital works in progress accounted for 91 per cent of ACTION's total asset base of \$193.8 million.

FIGURE 19 TOTAL ASSETS AS AT 30 JUNE 2018



Comparison of Total Assets at 30 June 2018 to Budget

Total Assets as at 30 June 2018 totalled \$193.8 million, \$9.5 million higher than the Budget of \$184.3 million. This was largely a result of:

- > higher opening cash balance by \$3.0 million;
- > higher cash held related to prepaid balances on MyWay cards of \$0.7 million; and
- > an unbudgeted transfer of the Woden Business Park land from CMTEDD as at 1 July 2017 of \$10.7 million.

This was partially offset by below budget property, plant and equipment of \$5.6 million resulting from delays in the procurement of growth buses.

Comparison of Total Assets as at 30 June 2018 to Total Assets as at 30 June 2017

ACTION's total assets increased by \$15.5 million from the 2016-17 result of \$178.3 million. This was mainly due to:

- > higher Cash and Cash Equivalents of \$1.7 million resulting from an increase in cash received for prepaid balances on MyWay cards of \$0.7 million and additional accrued revenue settled during the reporting period \$0.7 million;
- > higher Property, Plant and Equipment of \$7.4 million resulting from the addition of 13 new buses placed in service:
- > the net increase of \$10.7 million from transfer of the Woden Business Park from CMTEDD;
- > the net increase of \$6.6 million in capital works in progress resulting from the expansion of the bus fleet and instalment payments for new buses to be placed in service in 2018-19; and
- > a revaluation increment to Plant and Equipment of \$1.5 million.

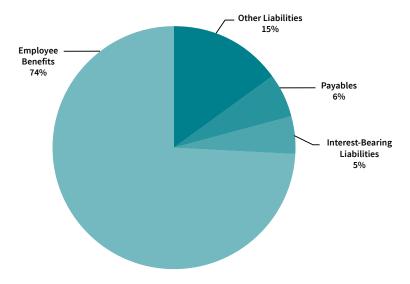
This was partially offset by annual Depreciation expense of \$11.3 million.

Total Liabilities

Components of Total Liabilities

Figure 20 illustrates that for the financial year ended 30 June 2018, employee benefits accounted for 74 per cent of ACTION's liabilities of \$35.0 million.

FIGURE 20 TOTAL LIABILITIES AS AT 30 JUNE 2018



Comparison of Total Liabilities as at 30 June 2018 to Budget

ACTION's Liabilities for the year ended 30 June 2018 was \$35.0 million, which was \$2.5 million higher than the Budget of \$32.5 million. This was largely the result of:

- > an increase in employee liabilities of \$1.7 million reflecting the recognition of the in-principle agreement to the wage increases in the new ACTION EBA;
- > first time recognition of accrued rostered days off for drivers and transport officers of \$0.9 million; and
- > higher other liabilities of \$0.7 million reflecting increased prepaid balances held on MyWay cards.

Comparison of Total Liabilities as at 30 June 2018 to Total Liabilities as at 30 June 2017

Total Liabilities of \$35.0 million was \$2.2 million higher than the 2016-17 actual result of \$32.8 million due to:

- > an increase in employee liabilities of \$2.0 million predominantly reflecting a higher wage rate; and
- > an increase of \$0.7 million in revenue received in advance for prepaid travel on MyWay cards.

This was partially offset by a reduction to interest bearing liabilities of \$0.3 million resulting from the annual Commonwealth loan repayment.

C.2 - Financial Statements





INDEPENDENT AUDIT REPORT

TRANSPORT CANBERRA AND CITY SERVICES DIRECTORATE

To the Members of the ACT Legislative Assembly

Audit opinion

I am providing an unqualified audit opinion on the financial statements of the Transport Canberra and City Services Directorate (the Directorate) for the year ended 30 June 2018. These comprise the following financial statements and accompanying notes:

- Controlled financial statements operating statement, balance sheet, statement of changes in equity, cash flow statement and controlled statement of appropriation.
- Territorial financial statements statement of income and expenses on behalf of the Territory, statement of assets and liabilities on behalf of the Territory and cash flow statement on behalf of the Territory.

In my opinion, the financial statements:

- are presented in accordance with the Financial Management Act 1996, Australian Accounting Standards and other mandatory financial reporting requirements in Australia; and
- present fairly the financial position of the Directorate and results of its operations and cash flows.

Basis for the audit opinion

The audit was conducted in accordance with the Australian Auditing Standards. I have complied with the requirements of the Accounting Professional and Ethical Standards 110 Code of Ethics for Professional Accountants.

I believe that sufficient evidence was obtained during the audit to provide a basis for the audit opinion.

Responsibility for preparing and fairly presenting the financial statements

The Director-General is responsible for:

- preparing and fairly presenting the financial statements in accordance with the Financial Management Act 1996 and relevant Australian Accounting Standards;
- determining the internal controls necessary for the preparation and fair presentation of the financial statements so that they are free from material misstatements, whether due to error or fraud; and
- assessing the ability of the Directorate to continue as a going concern and disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting in preparing the financial statements.

Responsibility for the audit of the financial statements

Under the Financial Management Act 1996, the Auditor-General is responsible for issuing an audit report that includes an independent audit opinion on the financial statements of the Directorate.

As required by Australian Auditing Standards, the auditors:

- applied professional judgement and maintained scepticism;
- identified and assessed the risks of material misstatements due to error or fraud and implemented procedures to address these risks so that sufficient evidence was obtained to form an audit opinion. The risk of not detecting material misstatements due to fraud is higher than the risk due to error, as fraud may involve collusion, forgery, intentional omissions or misrepresentations or the override of internal controls;
- obtained an understanding of internal controls to design audit procedures for forming an audit opinion;
- evaluated accounting policies and estimates used to prepare the financial statements and disclosures made in the financial statements;
- evaluated the overall presentation and content of the financial statements, including whether they present the underlying transactions and events in a manner that achieves fair presentation;
- reported the scope and timing of the audit and any significant deficiencies in internal controls identified during the audit to the Director-General; and
- assessed the going concern* basis of accounting used in the preparation of the financial statements.

(*Where the auditor concludes that a material uncertainty exists which cast significant doubt on the appropriateness of using the going concern basis of accounting, the auditor is required to draw attention in the audit report to the relevant disclosures in the financial statements or, if such disclosures are inadequate, the audit opinion is to be modified. The auditor's conclusions on the going concern basis of accounting are based on the audit evidence obtained up to the date of this audit report. However, future events or conditions may cause the entity to cease to continue as a going concern.)

Limitations on the scope of the audit

An audit provides a high level of assurance about whether the financial statements are free from material misstatements, whether due to fraud or error. However, an audit cannot provide a guarantee that no material misstatements exist due to the use of selective testing, limitations of internal control, persuasive rather than conclusive nature of audit evidence and use of professional judgement in gathering and evaluating evidence.

An audit does not provide assurance on the:

- reasonableness of budget information included in the financial statements;
- prudence of decisions made by the Directorate;
- adequacy of controls implemented by the Directorate; or
- integrity of the audited financial statements presented electronically or information hyperlinked to or from the financial statements. Assurance can only be provided for the printed copy of the audited financial statements.

Ajay Sharma Acting Auditor-General 18 September 2018

Transport Canberra and City Services Directorate Financial Statements For the Year Ended 30 June 2018

Statement of Responsibility

In my opinion, the financial statements are in agreement with the Transport Canberra and City Services Directorate's (the Directorate's) accounts and records and fairly reflect the financial operations of the Directorate for the year ended 30 June 2018 and the financial position of the Directorate on that date.

Ben Ponton

Acting Director-General

Transport Canberra and City Services Directorate

18 September 2018

Transport Canberra and City Services Directorate Financial Statements For the Year Ended 30 June 2018

Statement by the Chief Financial Officer

In my opinion, the financial statements have been prepared in accordance with the Australian Accounting Standards, and are in agreement with the Transport Canberra and City Services Directorate's (the Directorate's) accounts and records and fairly reflect the financial operations of the Directorate for the year ended 30 June 2018 and the financial position of the Directorate on that date.

Craig Jordan

Chief Financial Officer

Transport Canberra and City Services Directorate

18 September 2018

TRANSPORT CANBERRA AND CITY **SERVICES DIRECTORATE**

CONTROLLED FINANCIAL STATEMENTS

FOR THE YEAR ENDED **30 JUNE 2018**

Transport Canberra and City Services Directorate Operating Statement For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Income				
Revenue				
Controlled Recurrent Payments	3	334,316	334,866	299,463
User Charges	4	23,914	29,751	23,727
Fees and Fines	5	6,806	5,005	6,186
Other Revenue	6	15,323	1,852	14,052
Total Revenue		380,359	371,474	343,428
Gains				
Other Gains	7	104,615	83,655	135,233
Total Gains	_	104,615	83,655	135,233
Total Income	_	484,974	455,129	478,661
Expenses				
Employee Expenses	8	76,166	71,748	68,395
Superannuation Expenses	9	10,473	12,232	9,503
Supplies and Services	10	191,245	182,710	155,246
Depreciation and Amortisation	11	185,112	158,040	159,677
Grants and Purchased Services	12	104,484	104,978	99,879
Borrowing Costs		13	8	7
Other Expenses	13	15,073	264	61,549
Total Expenses	_	582,566	529,980	554,256
Operating (Deficit)	_	(97,592)	(74,851)	(75,595)
Other Comprehensive Income/(Deficit) Items that will not be reclassified subsequently to profit or loss				
Increase in the Asset Revaluation Surplus	26	18,137	261,301	14,476
Total Other Comprehensive Income	_	18,137	261,301	14,476
Total Comprehensive (Deficit)/Income		(79,455)	186,450	(61,119)
	=			

The above Operating Statement should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Balance Sheet At 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Current Assets				
Cash and Cash Equivalents	15	24,230	13,046	17,720
Receivables	16	7,760	8,156	9,375
Inventories		1,887	836	2,590
Other Assets	17	349	344	685
Total Current Assets	_	34,226	22,382	30,370
Non-Current Assets				
Property, Plant and Equipment	18	9,595,813	9,582,471	9,185,014
Capital Works in Progress	19	180,401	233,909	91,982
Intangible Assets	20	3,799	4,869	4,853
Other Assets	17	935	-	750
Total Non-Current Assets	_	9,780,948	9,821,249	9,282,599
	_			
Total Assets	_	9,815,174	9,843,631	9,312,969
Current Liabilities				
Payables	21	32,897	35,518	34,690
Finance Leases	22	120	117	103
Employee Benefits	23	25,322	26,540	23,008
Other Provisions	24	8,124	3,367	2,895
Other Liabilities	25	2,660	1,484	1,176
Total Current Liabilities	_	69,123	67,026	61,872
Non-Current Liabilities				
Payables	21	750	-	750
Finance Leases	22	1,076	-	26
Employee Benefits	23	1,446	1,457	1,388
Other Provisions	24	17,836	23,212	25,403
Other Liabilities	25	295	15	3
Total Non-Current Liabilities	-	21,403	24,684	27,570
Total Liabilities	_	90,526	91,710	89,442
Not Assets	_	0.704.046	0.754.004	0.000.505
Net Assets	=	9,724,648	9,751,921	9,223,527
Equity				
Accumulated Funds		5,817,109	5,890,235	5,587,863
Asset Revaluation Surplus	26	3,907,539	3,861,686	3,635,664
Total Equity	_	9,724,648	9,751,921	9,223,527
	=			

The above Balance Sheet should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Statement of Changes in Equity For the Year Ended 30 June 2018

	Note No.	Accumulated Funds Actual 2018 \$'000	Asset Revaluation Surplus Actual 2018 \$'000	Total Equity Actual 2018 \$'000	Original Budget 2018 \$'000
Balance at 1 July 2017		5,587,863	3,635,664	9,223,527	9,238,679
Comprehensive Income					
Operating (Deficit)		(97,592)	-	(97,592)	(74,851)
Increase in the Asset Revaluation Surplus	26	-	18,137	18,137	261,301
(Decrease)/Increase in the Asset Revaluation Surplus due to transfers from Other Agencies		(253,738)	253,738	-	-
Total Comprehensive (Deficit)/Income		(351,330)	271,875	(79,455)	186,450
Transactions Involving Owners Affecting Accumulated Funds					
Capital Injections		157,204	-	157,204	216,365
Capital Payments to ACTION		(15,669)	-	(15,669)	-
Net Assets Transferred in as part of an Administrative Arrangement	27	439,041	-	439,041	110,427
Total Transactions Involving Owners Affecting Accumulated Funds		580,576	-	580,576	326,792
Balance at 30 June 2018		5,817,109	3,907,539	9,724,648	9,751,921

The above Statement of Changes in Equity should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Statement of Changes in Equity – Continued For the Year Ended 30 June 2018

	Note No.	Accumulated Funds Actual 2017 \$'000	Asset Revaluation Surplus Actual 2017 \$'000	Total Equity Actual 2017 \$'000
Balance at 1 July 2016		5,705,802	3,621,188	9,326,990
Comprehensive Income				
Operating (Deficit)		(75,595)	-	(75,595)
Increase in the Asset Revaluation Surplus	26	118,630	14,476	133,106
Total Comprehensive Income		43,035	14,476	57,511
Transactions Involving Owners Affecting Accumulated Funds				
Capital Injections		138,803	-	138,803
Capital Payments to ACTION		(12,304)	-	(12,304)
Net Assets Transferred out as part of an Administrative Arrangement	27	(287,473)	-	(287,473)
Total Transactions Involving Owners Affecting Accumulated Funds		(160,974)	-	(160,974)
Balance at 30 June 2017		5,587,863	3,635,664	9,223,527

The above Statement of Changes in Equity should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Cash Flow Statement For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Cash Flows from Operating Activities				
Receipts				
Controlled Recurrent Payments		334,316	334,866	299,463
User Charges		24,954	29,308	20,989
Fees and Fines		6,776	5,314	6,172
Commonwealth Grants		323	-	-
Goods and Services Tax Input Tax Credits from the Australian Taxation Office		32,028	-	45,292
Goods and Services Tax Collected from Customers		4,628	-	3,968
Other		14,535	25,382	12,843
Total Receipts from Operating Activities		417,560	394,870	388,727
Payments				
Employees		74,988	70,378	68,180
Superannuation		10,469	12,229	9,463
Supplies and Services		186,025	182,389	150,431
Grants and Purchased Services		104,484	104,978	99,879
Borrowing Costs		13	8	7
Goods and Service Tax Input Tax Paid to the Australian Taxation Office		4,288	-	4,215
Goods and Services Tax Paid to Suppliers		31,735	-	44,639
Other		188	23,931	8
Total Payments from Operating Activities		412,190	393,913	376,822
Net Cash Inflows from Operating Activities	31	5,370	957	11,905
Cash Flows from Investing Activities				
Receipts				
Proceeds from Sale of Property, Plant and Equipment	t	409	-	293
Total Receipts from Investing Activities		409	-	293
Payments				
Payments for Property, Plant and Equipment		1,098	-	1,898
Payments for Capital Works in Progress		139,938	217,662	131,398
Payments for Intangibles		456	-	1,209
Total Payments from Investing Activities		141,492	217,662	134,505
Net Cash (Outflows) from Investing Activities		(141,083)	(217,662)	(134,212)

The above Cash Flow Statement should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Cash Flow Statement - Continued For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Cash Flows from Financing Activities				
Receipts				
Capital Injections		157,204	238,235	138,803
Receipts of Transferred Cash Balances (Administrative Arrangements)		490	-	2,298
Carbon Neutral Fund Loan from the Environment, Planning and Sustainable Development Directorate (EPSDD)		330	-	-
Total Receipts from Financing Activities		158,024	238,235	141,101
Payments				
Repayment of Finance Lease Liabilities		132	102	160
Capital Payments to ACTION		15,669	21,870	12,304
Payment of Transferred Cash Balances (Administrative Arrangements)		-	-	579
Total Payments from Financing Activities		15,801	21,972	13,043
Net Cash Inflows from Financing Activities		142,223	216,263	128,058
Net Increase/(Decrease) in Cash and Cash Equivalents		6,510	(442)	5,751
Cash and Cash Equivalents at the Beginning of the Reporting Period		17,720	13,488	11,969
Cash and Cash Equivalents at the End of the Reporting Period	31	24,230	13,046	17,720

The above Cash Flow Statement should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Summary of Directorate Output Classes For the Year Ended 30 June 2018

	Output Class 1 Transport Canberra \$'000	Output Class 2 City Services \$'000	Intra- Directorate Eliminations \$'000	Total \$'000
2018				
Total Income	149,388	338,691	(3,105)	484,974
Total Expenses	150,905	434,766	(3,105)	582,566
Operating (Deficit)	(1,517)	(96,075)	-	(97,592)
2017				
Total Income	127,621	351,557	(518)	478,660
Total Expenses	131,233	423,540	(518)	554,255
Operating (Deficit)	(3,612)	(71,983)	-	(75,595)

Transport Canberra and City Services Directorate Operating Statement for Output Class 1 – Transport Canberra For the Year Ended 30 June 2018

Description

Output Class 1: 'Transport Canberra' includes oversight of the construction of light rail, the Government subsidy paid to ACTION buses, and the strategic oversight of the public transport network, public transport asset management and the Active Travel Office.

	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Income			
Revenue			
Controlled Recurrent Payments	146,735	143,281	126,590
Fees and Fines	-	62	-
User Charges	407	193	435
Other Revenue	2,064	437	559
Total Revenue	149,206	143,973	127,584
Gains			
Other Gains	182	-	37
Total Gains	182	-	37
Total Income	149,388	143,973	127,621
Expenses			
Employee Expenses	13,512	13,315	11,215
Superannuation Expenses	1,697	1,960	1,372
Supplies and Services	29,178	25,413	17,284
Depreciation and Amortisation	1,745	2,043	1,684
Grants and Purchased Services	103,706	104,140	99,134
Borrowing Costs	-	2	_
Other Expenses	1,067	-	544
Total Expenses	150,905	146,873	131,233
Operating (Deficit)	(1,517)	(2,900)	(3,612)

Transport Canberra and City Services Directorate Operating Statement for Output Class 2 – City Services For the Year Ended 30 June 2018

Description

Output Class 2: 'City Services' includes:

- 2.1: Roads and Infrastructure management of the territory's roads and associated assets, stormwater infrastructure, community paths, bridges, traffic signals, streetlights and car parks. This Output also includes the provision of asset information services and capital works and development approvals relating to the acceptance of new infrastructure assets.
- **2.2: Library Services** provision of library services to the community through Libraries ACT branches, home library services, the ACT Virtual Library and the Heritage Library.
- 2.3: Waste and Recycling provision of domestic waste, recyclables and green waste collection services, operation of resource management and recycling centres, development of waste policy, and implementation and evaluation of waste management programs.
- 2.4: City Maintenance and Services planning and management of the territory's parks and
 urban open space system including associated community infrastructure, maintaining the look
 and feel of the city, and managing the urban forest and sports ground facilities. This Output also
 provides advice, education and compliance services in relation to municipal ranger functions,
 domestic animal management, plant and animal licensing, and significant tree protection. This
 Output also includes Yarralumla Nursery.
- 2.5: Capital Linen Services provides a managed linen service to a range of customers including public and private hospitals, health and aged care providers, hotels, restaurants, major tourist attractions, educational institutions and emergency services.

	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Income			
Revenue			
Controlled Recurrent Payments	187,581	191,585	172,873
User Charges	26,447	29,558	23,781
Fees and Fines	6,807	4,943	6,186
Other Revenue	13,423	1,415	13,521
Total Revenue	234,258	227,501	216,361
Gains			
Other Gains	104,433	83,655	135,196
Total Gains	104,433	83,655	135,196
Total Income	338,691	311,156	351,557
Expenses			
Employee Expenses	62,704	58,433	57,205
Superannuation Expenses	8,776	10,272	8,132
Supplies and Services	165,122	157,297	138,454
Depreciation and Amortisation	183,367	155,997	157,992
Grants and Purchased Services	778	838	745
Borrowing Costs	13	6	7
Other Expenses	14,006	264	61,005
Total Expenses	434,766	383,107	423,540
Operating (Deficit)	(96,075)	(71,951)	(71,983)

Transport Canberra and City Services Directorate Financial Statements For the Year Ended 30 June 2018

DISAGGREGATED DISCLOSURE OF ASSETS AND LIABILITIES

Year Ended 30 June 2018

	Output Class 1 Transport Canberra \$'000	Output Class 2 City Services \$'000	Total \$'000
Current Assets			
Cash and Cash Equivalents	7,616	16,614	24,230
Receivables	585	7,175	7,760
Inventories	66	1,821	1,887
Other Assets	279	70	349
Total Current Assets	8,546	25,680	34,226
Non-Current Assets			
Property, Plant and Equipment	2,331	9,593,482	9,595,813
Capital Works in Progress	35,853	144,548	180,401
Intangible Assets	2,352	1,447	3,799
Other Assets	935	-	935
Total Non-Current Assets	41,471	9,739,477	9,780,948
Total Assets	50,017	9,765,157	9,815,174
Current Liabilities			
Payables	3,559	29,338	32,897
Finance Leases	-	120	120
Employee Benefits	2,905	22,417	25,322
Other Provisions	-	8,124	8,124
Other Liabilities	354	2,306	2,660
Total Current Liabilities	6,818	62,305	69,123
Non-Current Liabilities			
Payables	750	-	750
Finance Leases	-	1,076	1,076
Employee Benefits	227	1,219	1,446
Other Provisions	-	17,836	17,836
Other Liabilities		295	295
Total Non-Current Liabilities	977	20,426	21,403
Total Liabilities	7,795	82,731	90,526
Net Assets	42,222	9,682,426	9,724,648

Transport Canberra and City Services Directorate Financial Statements For the Year Ended 30 June 2018

DISAGGREGATED DISCLOSURE OF ASSETS AND LIABILITIES - CONTINUED

Non-Current Assets Property, Plant and Equipment Intangible Assets 2,894 9,182,120 9,1 1,373 Capital Works in Progress Other Assets 22,980 69,002 Total Non-Current Assets 30,104 9,252,495 9,2	17,720
Receivables 746 8,629 Inventories 75 2,515 Other Assets 300 385 Total Current Assets 9,415 20,955 Non-Current Assets 2,894 9,182,120 9,1 Intangible Assets 3,480 1,373 9,1 Capital Works in Progress 22,980 69,002 69,002 69,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,	17 720
Inventories 75 2,515 Other Assets 300 385 Total Current Assets 9,415 20,955 Non-Current Assets 2,894 9,182,120 9,1 Intangible Assets 3,480 1,373 2,373 3,373 3,373 3,373 3,373 3,002 69,002 69,002 69,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002 60,002	, . 20
Other Assets 300 385 Total Current Assets 9,415 20,955 Non-Current Assets 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120 9,182,120<	9,375
Total Current Assets 9,415 20,955 Non-Current Assets 2,894 9,182,120 9,1 Intangible Assets 3,480 1,373 1,373 Capital Works in Progress 22,980 69,002 69,002 Other Assets 750 - - Total Non-Current Assets 30,104 9,252,495 9,2	2,590
Non-Current Assets Property, Plant and Equipment Intangible Assets 2,894 9,182,120 9,1 1,373 Capital Works in Progress Other Assets 22,980 69,002 Total Non-Current Assets 30,104 9,252,495 9,2	685
Property, Plant and Equipment 2,894 9,182,120 9,1 Intangible Assets 3,480 1,373 Capital Works in Progress 22,980 69,002 Other Assets 750 - Total Non-Current Assets 30,104 9,252,495 9,2	30,370
Intangible Assets 3,480 1,373 Capital Works in Progress 22,980 69,002 Other Assets 750 - Total Non-Current Assets 30,104 9,252,495 9,2	
Capital Works in Progress 22,980 69,002 Other Assets 750 - Total Non-Current Assets 30,104 9,252,495 9,2	85,014
Other Assets 750 - Total Non-Current Assets 30,104 9,252,495 9,2	4,853
Total Non-Current Assets 30,104 9,252,495 9,2	91,982
<u></u>	750
Total Assets 39,519 9,273,450 9,3	82,599
	12,969
Current Liabilities	
Payables 4,564 30,126	34,690
Finance Leases - 103	103
Employee Benefits 2,503 20,505	23,008
Other Provisions - 2,895	2,895
Other Liabilities - 1,176	1,176
Total Current Liabilities 7,067 54,805	61,872
Non-Current Liabilities	
Payables 750 -	750
Finance Leases - 26	26
Employee Benefits 169 1,219	1,388
	25,403
Other Liabilities - 3	3
Total Non-Current Liabilities 919 26,651	27,570
Total Liabilities 7,986 81,456	89,442
Net Assets 31,533 9,191,994 9,2	

Transport Canberra and City Services Directorate Controlled Statement of Appropriation For the Year Ended 30 June 2018

	2018	Appropriated 2018	Appropriation Drawn 2018	Drawn 2017
Controlled	\$'000	\$'000	\$'000	\$'000
Controlled Recurrent Payments	334,866	341,207	334,316	299,463
Capital Injections	238,235	274,069	157,204	138,803
Total Controlled Appropriation	573,101	615,276	491,520	438,266

The above Controlled Statement of Appropriation should be read in conjunction with the accompanying Notes.

Column Heading Explanations

The Original Budget column shows the amounts that appear in the Cash Flow Statement in the Budget Papers. This amount also appears in the Cash Flow Statement.

The Total Appropriated column is inclusive of all appropriation variations occurring after the Original Budget.

The Appropriation Drawn is the total amount of appropriation received by the Directorate during the year. This amount appears in the Cash Flow Statement.

Reconciliation of Appropriation for 2017-18

	Controlled Recurrent Payments 2018 \$'000	Capital Injections 2018 \$'000
Original Appropriation for 2017-18	334,866	238,235
Capital Injection Transfers (FMA s.14A)	4,603	(4,603)
Controlled Recurrent Payment Transfers (FMA s.14B)	(1,500)	1,500
Capital Injection Transfers (FMA s.14)	-	2,130
Appropriation Bill 2017-18 (No 2)	700	4,000
Administrative Arrangement Transfer (FMA s.16)	1,006	-
Rollover of Undispersed Appropriation (FMA s.16B) ^a	1,532	30,980
Variation of Appropriations for Commonwealth Grants (FMA s.17)	-	1,827
Total Appropriated	341,207	274,069
Undrawn Funds ^b	(6,891)	(116,865)
Total Appropriation Drawn	334,316	157,204

- a) This comprises funding related to the rollover of undisbursed appropriation from 2016-17 (\$1.5m). Capital funding represents the rollover of undisbursed appropriation from 2016-17 (\$30.3m) due to projects which were not physically complete or in the defect liability stage, and funding from the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) related to the Sports ground management Administrative Arrangement Order (\$0.7m) (refer to Note 27 Restructure of Administrative Arrangements).
- b) The Controlled Recurrent Payment Undrawn Funds represents funding not required in the 2017-18 financial year. The Capital Injection Undrawn Funds relate to planning and construction work projects that have been deferred (\$109.2m), including Light Rail Stage 1 funding for significant variations to the light rail project (\$45.4m) and undrawn Commonwealth grants funding (\$7.7m).

Transport Canberra and City Services Directorate Controlled Note Index For the Year Ended 30 June 2018

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		Appendix C – Impact of Accounting Standards Issued But Yet to be Applied
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OBJECTIVES OF THE TRANSPORT CANBERRA AND CITY NOTE 1 SERVICES DIRECTORATE

Operations and Principal Activities

The purpose of the Transport Canberra and City Services Directorate (the Directorate) is to help Canberrans move around the city and to provide high quality city services to the community. Delivery of these services will be citizen-focused and innovative and will contribute to the improved liveability of the city.

Contributing to the economic growth of Canberra, the Directorate will deliver an attractive cityscape and amenity, an effective road network and an integrated public transport system, and services that are necessary to support a flourishing community and attract business investment.

In particular, the Directorate has a responsibility for improving public transport outcomes. To deliver upon a vision for a public transport system that is convenient, efficient, affordable, reliable and integrated, the Directorate oversees the construction of light rail and will ensure its effective integration into the public transport network.

The Directorate also delivers a range of services to the community including libraries, waste and recycling services, safer walking and cycling around schools, city amenity, infrastructure maintenance and management of the Australian Capital Territory's (Territory) assets including recreational facilities, local shops amenity, playground equipment and upkeep of the city. In designing and delivering these services, the Directorate will strive to make them accessible for all members of the community.

The Directorate is also responsible for the planning, building and maintenance of many of the Government's infrastructure assets such as stormwater assets, roads, bridges, cycling and community paths and the streetlight network. It also plays an important role in managing the city's open space, neighbourhood play areas, domestic animal services, animal welfare, licensing and compliance services and permits for public land use.

Capital Linen Service, ACT NoWaste and Yarralumla Nursery are also managed by the Directorate. The Directorate also has administrative oversight responsibility for the ACT Public Cemeteries Authority (the Authority) which operates the Woden Mausoleum, and Woden, Gungahlin and Hall cemeteries. The Authority prepares separate financial statements which are annexed to the Directorate's Annual Report.

ACTION, Canberra's public transport provider, is also part of the Directorate and reports as a separate entity within the Directorate's Annual Report.

NOTE 2 SIGNIFICANT ACCOUNTING POLICIES

Refer to the following Appendices for the Notes comprising significant accounting policies and other explanatory information.

Appendix A – Basis of Preparation of the Financial Statements

Appendix B - Significant Accounting Policies

Appendix C – Impact of Accounting Standards Issued But Yet to be Applied

NOTE 3 **CONTROLLED RECURRENT PAYMENTS**

Controlled Recurrent Payments are recognised upon the receipt of cash.

Controlled Recurrent Payments is revenue received from the ACT Government to fund the costs of delivering outputs.

Community Service Obligations are received by the Directorate in relation to ACTION public bus network operation and the Yarralumla Nursery free plant scheme, which provides free plant allocations to house owners if they purchased a new residential block of land in the ACT.

	2018 \$'000	2017 \$'000
Revenue from the ACT Government		
Controlled Recurrent Payments	230,319	200,045
Community Service Obligations - ACTION	103,706	99,134
Community Service Obligations - Yarralumla Nursery	291	284
Total Controlled Recurrent Payments ^a	334,316	299,463

a) The primary drivers of the variance are the transfer of the Sports ground management function from CMTEDD (\$9.2m); and ACT Government funded new budget initiatives including the Light Rail Stage 2 – Design and Procurement (\$16.5m), Future Bus Network (\$3.6m), Green Waste bins (\$3.1m) and the Lakeside arterial concept design (\$1.3m).

NOTE 4 USER CHARGES

User Charges revenue is derived from providing goods and services to other ACT Government entities and to the public. User charges revenue is retained by the Directorate and driven by consumer demand.

Rendering of Services predominantly relates to the Capital Linen Service, damaged infrastructure recoveries, hiring of sports ground facilities, hiring of facilities to community groups, library services and Birrigai outdoor school.

Sale of Goods largely relates to the Yarralumla Nursery.

	2018 \$'000	2017 \$'000
User Charges - ACT Government	\$ 000	\$ 000
Rendering of Services ^a	9,426	11,644
Rent from Tenants	146	46
Sale of Goods	29	9
Total User Charges - ACT Government	9,601	11,699
User Charges - Non-ACT Government		
Rendering of Services ^b	11,666	9,760
Sale of Goods	1,889	1,586
Rent from Tenants	758	682
Total User Charges - Non-ACT Government	14,313	12,028
Total User Charges for Goods and Services	23,914	23,727

- a) The decrease is mainly due to sports ground revenues for mowing and ground maintenance services previously provided to CMTEDD (\$2.1m) (refer to Note 27 Restructure of Administrative Arrangements).
- b) The increase is mainly due to revenues associated with the hire of sports ground facilities now provided by the Directorate (\$2.1m) (refer to Note 27 Restructure of Administrative Arrangements).

NOTE 5 **FEES AND FINES**

Waste Acceptance Fees consist of landfill fees for household and commercial waste drop off at the Mugga Lane and Mitchell Resource Management Centres, including tyres and mattress recycling. Fees are also charged to the Queanbeyan City Council for domestic landfill charges.

Roads and Public Places Fees and Other Fees represent revenues raised under the Public Unleased Land Act 2013.

Fees are either recognised as revenue at the time of receipt or when the fee is incurred. Fines are recognised as revenue on the issue of the relevant infringement notice. Where the fine attracts a penalty for late payment, the penalty amount is recognised as revenue on issue of the late payment notice.

	2018 \$'000	2017 \$'000
Waste Acceptance Fees	5,168	5,164
Roads and Public Places Fees ^a	1,489	757
Other Fees and Fines	149	265
Total Fees and Fines	6,806	6,186

a) The increase is due to the higher number of land use permit applications received in 2017-18 compared to 2016-17.

NOTE 6 OTHER REVENUE

Other Revenue arises from the core activities of the Directorate.

Acceptance Fees for Contaminated Waste is for the disposal of waste relating to asbestos, animal carcasses, and waste requiring special burial arrangements.

Goods and services received free of charge from ACT Government entities are recorded as 'Resources Received Free of Charge', whereas goods and services received free of charge from entities external to the ACT Government are recorded as Donations. Services that are received free of charge are only recorded in the Operating Statement if they can be reliably measured and would have been purchased if not provided to the Directorate free of charge.

The Waste Education Fund is a community program providing education on waste recycling opportunities. The Fund receives contributions from private sector waste recycling entities.

	2018 \$'000	2017 \$'000
Revenue from ACT Government Entities	Ψ 000	Ψ 000
Acceptance Fees for Contaminated Waste	5,623	5,759
Resources Received Free of Charge	1,825	1,114
Other Recoveries ^a	1,174	-
Insurance Recoveries ^b	19	1,176
Other ^c	475	2,163
Total Other Revenue from ACT Government Entities	9,116	10,212
Revenue from Non-ACT Government Entities		
Acceptance Fees for Contaminated Wasted	3,906	2,365
Waste Education Fund Contribution	1,346	957
Commonwealth Government Grants	323	-
Other Recoveries	299	166
Interest	5	2
Other	328	350
Total Other Revenue from Non-ACT Government Entities	6,207	3,840
Total Other Revenue	15,323	14,052

- a) Other Recoveries represents monies received as part of the Transport planning and reform function transferred from EPSDD.
- b) Insurance Recoveries for 2016-17 included claims for storm damage in 2017 and roof repairs of the Acton tunnel as a result of a transport incident. There were no significant recoveries for 2017-18.
- c) The variance predominantly relates to grant funding received in 2016-17 for stormwater remediation works, 'Welcome to Canberra' signs and cycle training facilities. For 2017-18, the balance mainly relates to grants for road safety and contributions to capital projects from EPSDD for Dickson car parks.
- d) The increase was due to additional revenue for contaminated waste (\$2.4m) and for Green bins (\$0.2m), partially offset by reductions in Mr Fluffy revenue recovery from the Asbestos Response Taskforce (\$0.8m).

NOTE 7 **OTHER GAINS**

Other Gains are transactions that are not part of the Directorate's core activities.

Assets Received from Private Developers represent infrastructure assets transferred to the Directorate. These assets include roads, bridges, storm water assets, footpaths, car parks, streetlights and paving. Timing of asset transfers is dependent on private sector developments.

Assets received free of charge from other ACT Government entities, transfers from private developers and the Commonwealth result in a corresponding asset being recognised at the time of transfer.

	Note No.	2018	2017
		\$'000	\$'000
Assets Received from Other ACT Government Entities ^a		74,133	129,857
Assets Received from Private Developers ^b		21,561	5,238
Assets Located during Stocktake ^c		8,391	17
Net Gain on Sale of Assets		345	121
Unrealised Gain - Embedded Derivative	28	185	-
Total Other Gains		104,615	135,233

- a) The decrease is mainly due to a reduction in the transfer of infrastructure assets from CMTEDD (\$31.0m) and the Suburban Land Agency (\$24.5m). The major assets transferred include roads (\$40.0m), stormwater (\$19.9m), paths (\$6.7m), driveways (\$4.2m) and streetlights (\$3.0m) for developments at Molonglo Stage 2, Taylor, Throsby and Dickson.
- b) Assets received in 2017-18 include stormwater infrastructure (\$6.0m), community paths (\$5.6m), roads (\$4.5m) and bridges (\$1.4m). The increase is mainly due to new estate developments in 2017-18 including Denman Prospect, Moncrieff and Ginninderra Estate Stage 1.
- c) The 2017-18 outcome is due to the recognition of land and building assets not accounted for previously, including ACT NoWaste assets at Gungahlin, Mitchell and Hume (\$7.3m), and Roads ACT assets associated with bus terminuses (\$1.0m).

NOTE 8 EMPLOYEE EXPENSES

	2018	2017
	\$'000	\$'000
Wages and Salaries ^a	66,702	59,025
Annual Leave Expense	4,982	4,555
Workers' Compensation Insurance Premium	2,384	2,961
Long Service Leave Expense	1,407	791
Termination Expense	348	815
Payroll Tax	148	156
Other Employee Benefits and On-Costs	195	92
Total Employee Expenses	76,166	68,395

a) The increase is mainly due to the increase in the average number of FTE in 2017-18 (864) compared to 2016-17 (794). The increase in average FTE has mainly resulted from the Sports ground management function transferred from CMTEDD (25), the Transport planning and reform function transferred from EPSDD (4), and new budget initiatives including Light Rail Stage 2 (16), Green Bin rollout (4), Better Suburbs (7), Waste Feasibility Study (6), Container Deposit Scheme (3) and Kerbside Bulky Waste Collection (2).

NOTE 9 SUPERANNUATION EXPENSES

Superannuation to External Providers	5,127	4,347
Superannuation Contributions to the Territory Banking Account	4,665	4,497
Productivity Benefit	681	659
Total Superannuation Expenses	10,473	9,503

NOTE 10 SUPPLIES AND SERVICES

Supplies and Services expenses include all forms of supply of goods or services such as contractors and consultants services, roads repairs and maintenance, rental, legal, finance, procurement and human resources, information technology and building facilities.

Audit Fees are fees paid to the ACT Audit Office for the audit of the financial statements, and the audit of Commonwealth grant acquittals. No other services were provided by the ACT Audit Office.

	2018	2017
	\$'000	\$'000
Contractors and Consultants ^a	65,315	54,218
Repairs and Maintenance ^b	53,944	43,743
Building and Facilities Operating Costs ^c	25,052	15,292
Information Technology and Telecommunications	10,926	10,505
Consumablesd	8,528	5,774
Operating Lease Costs	6,248	5,839
Insurance	5,505	5,317
Finance, Human Resources and Procurement	4,126	4,013
Legal Costse	3,533	2,562
Communication, Printing and Publication ^f	1,905	1,692
Other Human Resource Costs	1,196	1,123
Cost of Goods Sold	965	1,006
Staff Development and Training	882	958
Audit Fees	293	347
Other Supplies and Services	2,827	2,857
Total Supplies and Services	191,245	155,246

- a) The increase is largely due to the feasibility and planning activities undertaken in 2017-18 relating to the Light Rail Stage 2 project (\$10.1m).
- b) The Directorate undertakes major cyclical and reactive repairs and maintenance on its assets. This maintenance is not capital in nature and does not increase the value of the assets. The main contributors to the increase relate to increased territorial roadworks (\$2.9m), stormwater preventative maintenance (\$1.3m), road resealing (\$1.2m), better suburbs initiative (\$1.2m), Sports ground management (\$0.8m) function, community path replacement (\$0.7m), works preparation (\$0.6m) and rural roads works (\$0.5m).
- c) The increase is mainly due to the transfer of the Sports ground management (\$8.7m) function, of which \$7.9m relates to water usage and supply charges.
- d) The increase is mainly due to a change in interim contracting arrangements for streetlight components. The costs were previously recorded as Repairs and Maintenance (\$1.7m). The transfer of the Sports ground management function also contributed to the variance (\$0.6m).
- e) Increased Legal Costs relates to business unit operations and drafting of legislation (\$0.7m) and advice relating to Light Rail Stage 2 (\$0.3m) represent the variance.
- f) The variance is represented by an increase in promotions relating to light rail and the bus network (\$0.4m), partly offset by decreases in postage (\$0.1m).

NOTE 11 DEPRECIATION AND AMORTISATION

	2018 \$'000	2017 \$'000
Depreciation	,	* ***
Infrastructure Assets ^a	169,425	146,341
Plant and Equipment	7,351	7,241
Community and Heritage Assets	3,105	2,458
Buildings ^a	2,911	1,633
Land Restoration	658	618
Leasehold Improvements	152	106
Total Depreciation	183,602	158,397
Amortisation		
Intangible Assets - Internally Generated Software	1,510	1,280
Total Amortisation	1,510	1,280
Total Depreciation and Amortisation	185,112	159,677

a) The increase is primarily due to the transfer of the Sports ground management function from CMTEDD on 1 July 2017.

NOTE 12 GRANTS AND PURCHASED SERVICES

Grants are amounts provided to ACT Government entities and non-ACT Government entities for general assistance or for a particular purpose. Grants may be for capital or recurrent purposes and the name or category reflects the use of the grant. The grants are usually subject to terms and conditions set out in the contract, correspondence, or by legislation.

Total Grants and Purchased Services	104,484	99,879
Grants to Community Organisations	778	745
Payments to Service Providers - ACTION ^a	103,706	99,134
	2018 \$'000	2017 \$'000

a) The increase in payments mainly reflects additional Government appropriation for network improvements including the introduction of the Green Rapid Services between Woden and the City, and the Black Rapid Services between the Belconnen and Gungahlin Town Centres (\$3.6m).

NOTE 13 OTHER EXPENSES

Other Expenses are transactions that are part of the Directorate's activities not requiring separate disclosure.

	2018	2017
	\$'000	\$'000
Expensing of Capital Works in Progress ^a	11,509	13,245
Adjustment to Land already Included as Urban Open Space	1,546	-
Transfer of Assets to Other ACT Government Entities	853	196
Net Loss on Disposal of Assets ^b	611	2,704
Loss on Revaluation of Leasehold Improvements	128	-
Transfer of the Constitution Avenue Upgrade to the National Capital Authority ^c	-	44,800
Other	426	604
Total Other Expenses	15,073	61,549

- a) Expensing of Capital Works in Progress includes the expensing of costs from capital projects that did not meet the asset recognition criteria in accordance with Australian Accounting Standards. Major items expensed in 2017-18 include Horse Park Drive Duplication (\$3.9m), Cotter Road Duplication (\$1.1m), the integrated bus and light rail ticketing system (\$0.8m), Pialligo Ave Duplication (\$0.4m) and Gundaroo Drive Duplication Stage 2 (\$0.3m).
- b) The 2017-18 balance relates to a decommissioned building (\$0.2m), disposal of NoWaste infrastructure (\$0.1m), vehicle monitoring cameras (\$0.1m) and linen adjustments for Capital Linen Services (\$0.1m). The balance in 2016-17 related to the removal of 12 Artworks (\$1.3m) that were also recorded on CMTEDD's asset register and the disposal of equipment at the Materials Recovery Facility.
- c) The decrease is mainly due to a one-off transfer of the Constitution Avenue to the Commonwealth in 2016-17. This upgrade project was funded in prior years by the Commonwealth and completed in 2016-17.

NOTE 14 WAIVERS, IMPAIRMENT LOSSES AND WRITE-OFFS

Under Section 131 of the *Financial Management Act 1996*, the Treasurer may, in writing, waive the right to payment of an amount payable to the Territory. In 2016-17 and 2017-18 there were no debt waivers.

	No.	2018 \$'000	No.	2017 \$'000
Impairment Losses from Receivables				
Trade Receivables	47	172	70	508
Total Impairment Losses	47	172	70	508
Write-Offs				
Irrecoverable Debts	180	15	310	25
Inventory Write-Downs and Stock Losses	-	51	-	63
Total Write-Offs	180	66	310	88
Total Waivers, Impairment Losses and Write-Offs	227	238	380	596

NOTE 15 CASH AND CASH EQUIVALENTS

The Directorate holds a number of bank accounts with the Westpac Bank as part of the whole-of-government banking arrangements. As part of these arrangements, the Directorate does not receive any interest on these accounts except for the Inner North Reticulation Network bank account.

Cash on Hand represents advances used for day to day operations.

Cash at Bank ^a	24,220	17,710
Cash on Hand	10	10
Total Cash and Cash Equivalents	24,230	17,720

a) The increase mainly reflects Net Cash Inflows from Operating Activities (refer to Note 31 Cash Flow Reconciliation).

NOTE 16 RECEIVABLES

Trade Receivables represent individual claims for damages to streetlight and traffic lights, the land use permit fees and linen services from customers.

			Note No.	2018 \$'000	2017 \$'000
Current Receivables					
Trade Receivables ^a				4,048	5,013
Less: Allowance for Impairn	nent Losses		_	(799)	(719)
			_ _	3,249	4,294
Other Receivables				184	66
Receivables			28	3,433	4,360
			_		
Accrued Revenue Net Goods and Services Ta	x Receivable			2,486 1,841	2,541 2,474
Total Current Receivables			_	7,760	9,375
Total Gallont Rocollabio	•		_	1,700	0,010
Total Receivables			<u>-</u>	7,760	9,375
Ageing of Receivables					
	Not Overdue_	Less than 30 Days	Overdue 30 to 60 Days	Greater than 60 Days	Total
	Not Overdue		30 to		Total \$'000
2018	_	30 Days	30 to 60 Days	60 Days	
2018 Not Impaired	_	30 Days	30 to 60 Days	60 Days	
	_	30 Days	30 to 60 Days	60 Days	
Not Impaired	\$'000	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000	\$'000
Not Impaired Receivables	\$'000	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000	\$'000
Not Impaired Receivables Impaired	\$'000	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000 1,279	\$'000 7,760
Not Impaired Receivables Impaired Receivables 2017 Not Impaired	\$'000 6,047	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000 1,279 799	\$'000 7,760 799
Not Impaired Receivables Impaired Receivables 2017 Not Impaired Receivables	\$'000	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000 1,279	\$'000 7,760
Not Impaired Receivables Impaired Receivables 2017 Not Impaired	\$'000 6,047	30 Days \$'000	30 to 60 Days \$'000	60 Days \$'000 1,279 799	\$'000 7,760 799

a) The majority of the reduction in Trade Receivables relates to Roads ACT (\$0.7m). Roads ACT has had a focussed effort on debt recovery in 2017-18 reducing their year end receivables.

NOTE 16 RECEIVABLES - CONTINUED

	2018 \$'000	2017 \$'000
Reconciliation of the Allowance for Impairment Losses		
Beginning of the Reporting Period	(719)	(325)
Recognised During the Reporting Period	(176)	(517)
Reduction due to Amounts Recovered During the Reporting Period	2	-
Write-off's During the Reporting Period	94	119
Transferred Out as part of Administrative Arrangements	-	4
Allowance for Impairment Losses at the End of the Reporting Period	(799)	(719)
Classification of ACT Government/Non-ACT Government Receivables		
Receivables from ACT Government Entities		
Accrued Revenue	415	331
Net Trade Receivables	237	2,787
Total Receivables from ACT Government Entities	652	3,118
Receivables from Non-ACT Government Entities		
Net Trade Receivables	3,012	1,507
Accrued Revenue	2,071	2,210
Net Goods and Services Tax Receivable	1,841	2,474
Net Other Receivables	184	66
Total Receivables from Non-ACT Government Entities	7,108	6,257
Total Receivables	7,760	9,375

NOTE 17 OTHER ASSETS

The Embedded Derivative in the Light Rail Stage 1 Contract represents the recognition of the benefit arising from exercising of an option to refinance the loan at a better interest rate in the future. The valuation of this option is undertaken annually at 30 June.

	Note No.	2018	2017
		\$'000	\$'000
Current Other Assets			
Prepayments		349	685
Total Current Other Assets		349	685
Non-Current Other Assets			
Embedded Derivative in Light Rail Stage 1 Contract	28	935	750
Total Non-Current Other Assets		935	750
Total Other Assets	<u> </u>	1,284	1,435

NOTE 18 PROPERTY. PLANT AND EQUIPMENT

Property, Plant and Equipment includes the following classes of assets.

- Land: includes leasehold land held by the Directorate but excludes land under infrastructure, urban open spaces, nature reserve, and land associated with community and heritage buildings.
- Buildings: include sporting facility pavilions, amenity blocks, bus interchanges, public toilets, sheds, warehouses and office buildings.
- Leasehold Improvements: represent fit-outs in leased buildings.
- Plant and Equipment: includes park furniture, playgrounds, plant and equipment under a finance lease, mobile plant, office and computer equipment, furniture and fittings, and other mechanical and electronic equipment.
- Infrastructure Assets: comprise public utilities that provide essential services and enhance the productive capacity of the economy. Infrastructure assets held by the Directorate include stormwater assets, roads, bridges, community paths, community sporting facilities, streetlights, car parks, driveways, signs and barriers.
- Heritage Assets: include non-current assets that the ACT Government intends to preserve indefinitely because of their unique historical, cultural or environmental attributes. A common feature of heritage assets is that they cannot be replaced and they are not usually available for sale or for redeployment. Heritage assets held by the Directorate include artworks, historical buildings, memorials and the heritage library collection.
- Community Assets: are assets that are provided essentially for general community use or services. Community assets held by the Directorate include public parks and gardens, public sporting reserves, library materials and land under roads.

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

	2018 \$'000	2017 \$'000
LAND AND BUILDINGS ^a	\$ 000	ψ 000
Land at Fair Value	40,011	39,414
Land Restoration at Fair Value (Waste Landfill Sites) ^b	32,138	28,298
Less Accumulated Depreciation - Land Restoration (Waste Landfill Sites)	(26,324)	(25,666)
TOTAL LAND	45,825	42,046
Buildings at Fair Value ^c	75,779	36,483
Less: Accumulated Depreciation	(1,389)	(3,137)
TOTAL BUILDINGS	74,390	33,346
TOTAL LAND AND BUILDINGS	120,215	75,392
LEASEHOLD IMPROVEMENTS ^d		
Leasehold Improvements at Fair Value	1,566	1,418
Less: Accumulated Depreciation	-	(192)
TOTAL LEASEHOLD IMPROVEMENTS	1,566	1,226
PLANT AND EQUIPMENT		
Plant and Equipment at Fair Value ^e	53,606	47,834
Less: Accumulated Depreciation	(12,248)	(5,408)
Less: Accumulated Impairment Losses	(18)	(47)
TOTAL PLANT AND EQUIPMENT	41,340	42,379

- a) Components of Land and Building assets were revalued as at 30 June 2018. The valuations were conducted by qualified independent valuers using a combination of depreciated replacement cost and market value methods.
- b) The increase relates to an additional provision for land restoration of Parkwood Road Recycling Estate in West Belconnen.
- c) The increase is mainly due to the transfer of the Sports ground management function from CMTEDD on 1 July 2017.
- d) Leasehold Improvement assets were revalued as at 30 June 2018. The valuations were conducted by qualified independent valuers using a depreciated replacement cost method.
- e) The increase mainly relates to park furniture asset additions from Capital Works in Progress during 2017-18 (including bins, playgrounds and seats) and asset purchases (including a dry fold machine for Capital Linen).

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

	2018 \$'000	2017 \$'000
INFRASTRUCTURE ASSETS Roads ^a	·	·
Roads at Fair Value Less: Accumulated Depreciation	2,125,045	2,421,335 (92,662)
Total Roads	2,125,045	2,328,673
Bridges ^b		
Bridges at Fair Value	1,068,521	1,040,695
Less: Accumulated Depreciation	(1)	(14,852)
Total Bridges	1,068,520	1,025,843
Stormwater Assets		
Stormwater Assets at Fair Value	2,781,884	2,752,877
Less: Accumulated Depreciation	(86,485)	(43,319)
Less: Accumulated Impairment Losses	(1,500)	(1,500)
Total Stormwater Assets	2,693,899	2,708,058
Cycle Paths and Footpaths ^c		
Cycle Paths and Footpaths at Fair Value	166,421	147,784
Less: Accumulated Depreciation	(16,495)	(7,973)
Total Cycle Paths and Footpaths	149,926	139,811
OTHER INFRASTRUCTURE ASSETS Other Infrastructure Assets d		
Other Infrastructure Assets at Fair Value ^e	847,081	622,936
Less: Accumulated Depreciation	(48,164)	(19,448)
Less: Accumulated Impairment Losses	(3,418)	(3,469)
Total Other Infrastructure Assets	795,499	600,019
TOTAL INFRASTRUCTURE ASSETS	6,832,889	6,802,404

- a) Road assets were revalued at 30 June 2018. The valuations were conducted by Directorate officers using the depreciated replacement method. A decrease in road assets relates to a revaluation decrement mainly due to a reduction in the cost of materials for road construction (\$76.0m) and a reduction in Majura Parkway road valuation (\$74.6m) when compared to the original construction costs.
- b) Bridge assets were revalued at 30 June 2018. The valuations were conducted by qualified independent valuer using the depreciated replacement cost method. An increase in Bridge assets is mainly due to revaluation increment (\$57.0m) as a result of improved valuation costing methodology.
- c) The increase in Cycle Paths and Footpaths is mainly due to the transfer of assets from SLA (\$6.7m) for the newly developed suburbs of Taylor and Throsby; and private developers (\$5.6m) for developments at Denman Prospect (\$1.2m), Greenway (Lakeside Estate, \$0.6m), capital upgrades of various paths (\$6.3m) and other smaller developments (totalling \$3.8m).
- d) Other Infrastructure Assets comprise streetlights, community sporting facilities, driveways, retaining walls, shopping centre pavements, barriers, traffic signals, waste infrastructure and car parks. Components of Other Infrastructure Assets were revalued at 30 June 2018. The valuations were conducted by Directorate officers and a qualified independent valuer using the depreciated replacement cost method.
- e) The increase is mainly due to the transfer of the Sports ground management function from CMTEDD on 1 July 2017 (\$225.2m).

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

	2018 \$'000	2017 \$'000
COMMUNITY AND HERITAGE ASSETS		
Land Under Roads at Fair Value ^a	1,649,733	1,561,541
Land (Community and Heritage Assets) at Fair Value ^b	911,195	664,384
Total Community and Heritage Assets	2,560,928	2,225,925
Library Materials ^c		
Library Materials at Fair Value	4,029	4,411
Total Library Materials	4,029	4,411
Other Community and Heritage Assets ^c		
Other Community and Heritage Assets at Fair Value	35,275	34,023
Less: Accumulated Depreciation	(429)	(746)
Total Other Community and Heritage Assets	34,846	33,277
Total Community and Heritage Assets	2,599,803	2,263,613
Total Property, Plant and Equipment	9,595,813	9,185,014

- a) Land Under Roads were revalued at 30 June 2018. The valuation was conducted by Directorate officers using an industry standard costing approach. An increase in Land Under Roads is due to increment on valuation (\$88.0m) as a result of an increase in the rate per square metre (\$58.0m) and an increase in the square metres of land under roads (\$30.0m).
- b) Components of Community and Heritage land and building assets were revalued as at 30 June 2018. The valuations were conducted by qualified independent valuers using a combination of depreciated replacement cost and market value methods. An increase in Land (Community and Heritage Assets) is due to increment on valuation (\$246.0m) as a result of the transfer of the Sports ground management function from CMTEDD on 1 July 2017 (\$168.0m) and an increase in the valuation of Urban Open Space land (\$76.0m).
- c) Library Materials and components of other Community and Heritage Assets were revalued at 30 June 2018. The valuations were conducted by qualified independent valuer using the depreciated replacement cost method.

NOTE 18 PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment during 2017-18.

Additions to assets includes Capital Works in Progress completed and transferred to Property, Plant and Equipment (refer to Note 19 Capital Works in Progress), the Assets Received from Private Developers and ACT Government entities (refer to Note 7 Other Gains) and asset purchases.

			4	450		Community &	
	Land E \$'000	Land Buildings \$'000 \$'000	Leasenoid Prant and Improvements Equipment \$'000 \$'000	Frant and Equipment \$'000	Leasenoid Flant and Infrastructure rovements Equipment Assets \$'000 \$'000 \$'000	Assets \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period	42,046	33,346	1,226	42,379	6,802,404	2,263,613 9,185,014	9,185,014
Additions	8,080	7,693	633	6,231	120,690	2,873	146,200
Revaluation (Decrement) / Increment Recognised in Other Comprehensive Income	(338)	(1,405)	ı	13	(145,535)	165,386	18,121
Depreciation	(658)	(2,911)	(152)	(7,351)	(169,425)	(3,105)	(3,105) (183,602)
Administrative Arrangements Transfers	ĺ	39,277	26	392	225,221	168,335	433,251
Impairment Recognised in the Operating (Deficit)	ı	•	(128)	1	1	•	(128)
Other Movements	(3,305)	(1,610)	(38)	(324)	(466)	2,701	(3,043)
Carrying Amount at the End of the Reporting Period	45,825	74,390	1,566	41,340	6,832,889	2,599,803 9,595,813	9,595,813

NOTE 18 PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment during 2016-17.

Additions to assets includes Capital Works in Progress completed and transferred to Property, Plant and Equipment (refer to Note 19 Capital Works in Progress), the Assets Received from Private Developers and ACT Government entities (refer to Note 7 Other Gains) and asset purchases.

	Land E \$'000	Land Buildings \$'000 \$'000	Leasehold Plant and Improvements Equipment \$'000	Plant and Equipment \$'000	Leasehold Plant and Infrastructure rovements Equipment Assets \$'000 \$'000	Community & Heritage Assets \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period	81,771	50,567	268	35,772	6,850,397	2,247,060 9,265,835	9,265,835
Additions	800	933	1,064	3,513	210,903	2,524	219,737
Revaluation Increment Recognised in Other Comprehensive Income	160	ı	ı	13,295	28,464	699'96	138,588
Impairment Losses Recognised in Other Comprehensive Income	ı	I	ı	'	(87)	ı	(87)
Depreciation	(618)	(1,633)	(106)	(7,241)	(146,341)	(2,458)	(158,397)
Administrative Arrangements Transfers	(40,067)	(16,521)	ı	(2,519)	(143,083)	(75,603)	(277,793)
Impairment Recognised the Operating (Deficit)	ı	1	ı	20	1	ı	20
Other Movements	ı	i	1	(461)	2,151	(4,579)	(2,889)
Carrying Amount at the End of the Reporting Period	42,046	33,346	1,226	42,379	6,802,404	2,263,613 9,185,014	9,185,014

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

Fair Value Hierarchy

The Fair Value Hierarchy below reflects the significance of the inputs used in determining fair value. The Fair Value Hierarchy is made up of the following three levels:

- Level 1 quoted prices (unadjusted) in active markets for identical assets or liabilities that the Directorate can access at the measurement date;
- Level 2 inputs other than quoted prices included within Level 1 that are observable for asset or liability, either directly or indirectly; and
- Level 3 inputs that are unobservable for particular assets or liabilities.

Details of the Directorate's Property, Plant and Equipment at Fair Value and information about the Fair Value Hierarchy at 30 June 2018 are as follows:

	Classification A	ccording to t	he Fair Value H	ierarchy 2018
	Level 1	Level 2	Level 3	Total
	\$'000	\$'000	\$'000	\$'000
Property, Plant and Equipment at Fair Value				
Land	-	40,011	5,814	45,825
Buildings	-	-	74,390	74,390
Leasehold Improvements	-	-	1,566	1,566
Plant and Equipment	-	462	40,878	41,340
Infrastructure Assets	-	-	6,832,889	6,832,889
Community and Heritage Assets	-	769,504	1,830,299	2,599,803
Total Fair Value	-	809,977	8,785,836	9,595,813

Details of the Directorate's Property, Plant and Equipment at Fair Value and information about the Fair Value Hierarchy at 30 June 2017 are as follows:

	Classification A	ccording to t	he Fair Value H	ierarchy 2017
	Level 1	Level 2	Level 3	Total
	\$'000	\$'000	\$'000	\$'000
Property, Plant and Equipment at Fair Value				
Land	-	39,414	2,632	42,046
Buildings	-	-	33,346	33,346
Leasehold Improvements	-	_	1,226	1,226
Plant and Equipment	-	1,413	40,966	42,379
Infrastructure Assets	-	_	6,802,404	6,802,404
Community and Heritage Assets	-	668,032	1,595,581	2,263,613
Total Fair Value	-	708,859	8,476,155	9,185,014

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

Valuation Techniques, Inputs and Processes Level 2 Valuation Techniques and Inputs

Valuation Technique: the valuation technique used to value land and Community and Heritage Land is the market approach that reflects recent transaction prices for similar properties (comparable in location and size).

Inputs: prices and other relevant information generated by market transactions involving comparable land were considered. Regard was taken of the Crown Lease terms and tenure, the Australian Capital Territory Plan and the National Capital Plan, where applicable, as well as current zoning.

Level 3 Valuation Techniques and Significant Unobservable Inputs

Valuation Technique: land where there is no active market or significant restrictions is valued through the market approach.

Land Restoration assets are valued using the depreciated replacement cost method based on an assessment of future remediation estimates.

Significant Unobservable Inputs: in determining the value of Land Restoration assets an estimate as to the future remediation costs at the landfill sites was made by Directorate officers. An estimate as to time remaining until these works will be complete was also made.

Valuation Technique: Buildings, Leasehold Improvements, Infrastructure assets, Plant and Equipment assets, and Community and Heritage assets were considered specialised assets by the Valuer and Directorate officers and were measured using the cost approach.

Significant Unobservable Inputs: estimating the cost to a market participant to construct assets of comparable utility adjusted for obsolescence. For Buildings, historical cost per square metre of floor area was also used in measuring fair value. For Infrastructure Assets the historical cost per cubic/square metre was also used in measuring fair value. In determining the value of Buildings, Leasehold Improvements, Plant and Equipment, Infrastructure Assets, and Community and Heritage assets regard was given to the age and condition of the assets, their estimated replacement cost and current use. This required the use of data internal to the Directorate. In determining the value of Urban Open Space land estimates relating to canopy sizes, average age and cost of trees were also used.

There has been no change to the above valuation techniques during the year.

Transfers in and out of a fair value level are recognised on the date of the event or change in circumstances that caused the transfer.

Notes to and Forming Part of the Financial Statements **Transport Canberra and City Services Directorate** For the Year Ended 30 June 2018

PROPERTY, PLANT AND EQUIPMENT - CONTINUED NOTE 18

Fair Value Measurements using Significant Unobservable Inputs (Level 3)

	Land \$'000	Leasehold Buildings Improvements \$'000	Leasehold rovements \$'000	Plant and Equipment \$'000	Infrastructure Assets \$'000	Community & Heritage Assets \$'000	Total \$'000
2018 Fair Value at the Beginning of the Reporting Period	2,632	33,346	1,226	40,966	6,802,404	1,595,581	8,476,155
Additions	3,840	7,693	633	6,126	120,690	2,873	141,855
Revaluation Increment Recognised in Other Comprehensive Income	1	(1,405)	ı	ı	(145,535)	230,126	83,186
Depreciation	(658)	(2,911)	(152)	(7,233)	(169,425)	(3,105)	(183,484)
Administrative Arrangements Transfers	ı	39,277	26	346	225,221	1	264,870
Impairment Losses Recognised in the Operating (Deficit)	1	1	(128)	ı	1	ı	(128)
Other Movements	1	(1,610)	(39)	673	(466)	4,824	3,382
Fair Value at the End of the Reporting Period	5,814	74,390	1,566	40,878	6,832,889	1,830,299	8,785,836
Total Gains for the Period included in 'Other Gains'	•	4,097	1	290	92,008	151	99,846
Total Losses for the Period included in 'Other Expenses'	•	(581)	(166)	(287)	(313)	1	(1,347)

NOTE 18 PROPERTY, PLANT AND EQUIPMENT - CONTINUED

Fair Value Measurements using Significant Unobservable Inputs (Level 3)

135,095	ı	134,902	22	ı	136	1	Total Gains for the Period included in 'Other Gains'
8,476,155	1,595,581	6,802,404	40,966	1,226	33,346	2,632	Fair Value at the End of the Reporting Period
(2,770)	(4,579)	2,151	(341)	•	1	(1)	Other Movements
78	1	•	78	ı	•	1	Impairment Losses Recognised in the Operating (Deficit)
(162,769)	(1,448)	(143,083)	(1,717)	1	(16,521)	ı	Administrative Arrangements Transfers
(158,317)	(2,458)	(146,341)	(7,161)	(106)	(1,633)	(618)	Depreciation
(145)	ı	(87)	(28)	ı	1	ı	Impairment Losses Recognised in Other Comprehensive Income
134,673	92,987	28,464	13,062	1	•	160	Revaluation Increment Recognised in Other Comprehensive Income
218,763	2,524	210,903	3,339	1,064	933	ı	Additions
8,446,642	1,508,555	6,850,397	33,764	268	50,567	3,091	Fair Value at the Beginning of the Reporting Period
))))))))))))	>) } })))	2017
Total \$'000	Heritage Assets \$'000	Infrastructure Assets \$'000	Plant and Equipment \$'000	Leasehold Buildings Improvements \$'000 \$'000	Buildings II \$'000	Land \$'000	
	Community &						

NOTE 19 CAPITAL WORKS IN PROGRESS

Assets under construction include Light Rail, Buildings, Plant and Equipment, Infrastructure Assets, Community and Heritage Assets, and Software.

	2018 \$'000	2017 \$'000
Infrastructurea	133,392	65,095
Light Rail Stage 1 Project ^b	35,853	23,311
Buildings ^c	6,656	820
Softwared	3,611	513
Plant and Equipment ^e	423	2,073
Community and Heritage	327	170
Leasehold Improvement	139	-
Total Capital Works in Progress	180,401	91,982

- a) The increase mainly relates to the following projects: the Horse Park Drive duplication (\$15.5m), Ashley Drive Stage 2 (\$12.0m), Gundaroo Drive Stage 2 duplication (\$11.4m), Weston Creek Cotter Road duplication (\$11.3m), Essential Waste Management Infrastructure (\$5.0m), Urban Renewal Program – Philip Oval Upgrade (\$4.6m), Lyneham Sports Precinct Stage 3 (\$4.5m) and West Belconnen – Aikman Drive duplication (\$3.9m).
- b) The increase includes costs incurred for the delivery phases that are broken down into the following categories:
 - Employment Costs all staff that have been directly involved in the project;
 - Legal Costs legal and probity advisory costs;
 - · Consultants includes planning and design, cost estimation, traffic modelling, transport integration and transaction management advisors.
- c) The increase primarily relates to the transfer of the Sports ground management function from CMTEDD to the Directorate (refer to Note 27 Restructure of Administrative Arrangements).
- d) The increase mainly relates to the integrated bus and light rail ticketing system (\$2.1m) and bus scheduling and rostering system (\$0.6m).
- e) The decrease is due to the completion of the following projects in 2017-18: four major playground upgrades (\$0.8m), upgrade of skate parks and fitness equipment (\$0.3m) and various minor projects (\$0.8m).

NOTE 19 CAPITAL WORKS IN PROGRESS - CONTINUED

Reconciliation of Capital Works in Progress

The following table shows the movement of Capital Works in Progress during 2017-18.

	Community & Plant and Heritage Equipment \$'000 \$'000	Plant and Equipment In: \$'000	frastructure E \$'000	3uildings lı \$'000	nunity & Plant and Heritage Equipment Infrastructure Buildings Improvement Software	Software \$'000	Light Rail Project \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period	170	2,073	65,095	820	1	513	23,311	91,982
Additions	473	5,015	111,906	2,758	139	4,121	12,542	136,954
Completed and Transferred to Property, Plant and Equipment	(132)	(6,029)	(26,198)	(2,870)	ı	ı	1	(35,229)
Completed and Transferred to Intangible Assets	•	1	(191)	1	1	ı	•	(191)
Completed and Expensed	(184)	(989)	(11,325)	(291)	ı	(1,023)	1	(13,459)
Completed and Transferred to Provision for Restoration of Waste Landfill Sites at Mugga Lane and West Belconnen (including Parkwood Road Recycling Estate)	1	1	(6,705)	ı	1	ı	ı	(6,705)
Administrative Arrangements Transfers	1	-	810	6,239	-	-	-	7,049
Carrying Amount at the End of the Reporting Period	327	423	133,392	959'9	139	3,611	35,853	35,853 180,401

Notes to and Forming Part of the Financial Statements **Transport Canberra and City Services Directorate** For the Year Ended 30 June 2018

CAPITAL WORKS IN PROGRESS - CONTINUED NOTE 19

Reconciliation of Capital Works in Progress

The following table shows the movement of Capital Works in Progress during 2016-17.

	Community & Heritage \$'000	munity & Plant and Heritage Equipment I \$'000	nunity & Plant and Leasehold Heritage Equipment Infrastructure Buildings Improvement \$'000 \$'000 \$'000	Buildings Ir \$'000	Leasehold nprovement \$'000	Software \$'000	Light Rail Project \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period	439	1,411	95,360	347	'	602	ı	98,159
Additions	182	6,537	106,146	911	350	2,134	10,411	126,671
Completed and Transferred to Property, Plant and Equipment	(14)	(4,984)	(76,402)	(345)	(312)	ı	ı	(82,057)
Completed and Transferred to Intangible Assets	ı	1	ı	ı	1	(1,442)	Ī	(1,442)
Completed and Expensed	(98)	(891)	(11,425)	(2)	(38)	(781)	ı	(13,237)
Completed and Transferred to Provision for Restoration of Waste Landfill Sites at Mugga Lane and West Belconnen (including Parkwood Road Recycling Estate)	1	ı	(3,696)	ı	ı	1	ı	(3,696)
Administrative Arrangements Transfers	(342)	•	(88)	(86)	I	1	12,900	12,384
Completed and Transferred to the National Capital Authority	•		(44,800)	•	•	ı	•	(44,800)
Carrying Amount at the End of the Reporting Period	170	2,073	65,095	820	•	513	23,311	91,982

NOTE 20 INTANGIBLE ASSETS

The Directorate has Internally Generated Software including the following systems: Horizon Library Management System, Radio Frequency Identification at Libraries, Real Time Passenger Information, Records Management and Linen Management.

Software has a finite useful life. Software is amortised on a straight-line basis over its useful life not exceeding five years. Software is measured at cost less accumulated amortisation and accumulated impairment losses.

	2018 \$'000	2017 \$'000
Computer Software	\$ 000	φ 000
Internally Generated Software		
Computer Software at Cost	9,695	9,240
Less: Accumulated Amortisation ^a	(5,896)	(4,387)
Total Internally Generated Software	3,799	4,853
Total Intangible Assets	3,799	4,853
Reconciliation of Intangible Assets		
The following table shows the movement of Intangible Assets.		
Carrying Amount at the Beginning of the Reporting Period	4,853	4,686
Additions	456	1,447
Amortisation	(1,510)	(1,280)
Carrying Amount at the End of the Reporting Period	3,799	4,853

a) The increase relates to the full year effect of amortisation of software assets acquired during 2016-17 and amortisation of software acquisitions during 2017-18.

NOTE 21 PAYABLES

Payables include Trade Payables, Accrued Expenses and Other Payables.

	Note No.	2018 \$'000	2017 \$'000
Current Payables			
Accrued Expenses ^a		25,384	33,167
Trade Payables ^a	28	7,512	1,523
Other Payables	28	1	-
Total Current Payables	_	32,897	34,690
Non-Current Payables			
Option Premium Payables	28	750	750
Total Non-Current Payables	_	750	750
Total Payables		33,647	35,440
Payables are aged as follows: Not Overdue		33,647	34,600
Overdue for Less than 30 Days		-	763
Overdue for 30 to 60 Days		-	70
Overdue for More than 60 Days		-	7
Total Payables	_	33,647	35,440
Classification of ACT Government/Non-ACT Government Payables with ACT Government Entities	Payables		
Trade Payables		291	37
Accrued Expenses		12,629	18,598
Total Payables with ACT Government Entities		12,920	18,635
Payables with Non-ACT Government Entities			
Accrued Expenses		12,755	14,569
Other Payables		751 - 221	750
Trade Payables		7,221	1,486
Total Payables with Non-ACT Government Entities		20,727	16,805
Total Payables	_	33,647	35,440

a) The decrease in Accrued Expenses and increase in Trade Payables is mainly due to a large volume of invoices received before the end of the year.

NOTE 22 FINANCE LEASES

	Note No.	2018 \$'000	2017 \$'000
Current Interest-Bearing Liabilities Secured			
Finance Leases		120	103
Total Current Secured Interest-Bearing Liabilities		120	103
Total Current Interest-Bearing Liabilities	_	120	103
Non-Current Interest-Bearing Liabilities Secured			
Finance Leases ^a		1,076	26
Total Non-Current Interest-Bearing Liabilities		1,076	26
Total Non-Current Interest-Bearing Liabilities		1,076	26
Total Interest-Bearing Liabilities	28	1,196	129

Secured Liability

The Directorate's Finance Lease liability is effectively secured because if the Directorate defaults, the assets under a Finance Lease revert to the lessor.

a) The Directorate currently has two finance leases for Capital Linen Services: a 'dry fold machine' (\$1.05m) acquired during 2017-18 and an existing 'linen press machine' (\$0.03m).

NOTE 22 FINANCE LEASES - CONTINUED

NOTE 22 THANCE LEASES - CONTINUED	Note	2018	2017
	No.	\$'000	\$'000
Finance Leases			
Finance Lease commitments are payable as follows:			
Within one year		180	106
Later than one year but not later than five years		771	26
Later than five years		578	-
Minimum Lease Payments	28	1,529	132
Less: Future Finance Lease Charges		(333)	(3)
Amount Recognised as a Liability	_	1,196	129
Total Present Value of Minimum Lease Payments	_	1,196	129
The Present Value of Minimum Lease Payments are as follows:			
Within one year		120	103
Later than one year but not later than five years		553	26
Later than five years		523	-
Total Present Value of Minimum Lease Payments	_	1,196	129
Classification on the Balance Sheet			
Finance Leases			
Current Finance Leases		120	103
Non-Current Finance Leases		1,076	26
Total Interest-Bearing Liabilities		1,196	129

NOTE 23 EMPLOYEE BENEFITS

	2018 \$'000	2017 \$'000
Current Employee Benefits		
Long Service Leave	14,819	14,340
Annual Leave ^a	7,998	7,147
Accrued Salaries ^b	1,380	525
Other Benefits	1,125	996
Total Current Employee Benefits	25,322	23,008
Non-Current Employee Benefits		
Long Service Leave	1,446	1,388
Total Non-Current Employee Benefits	1,446	1,388
Total Employee Benefits	26,768	24,396
Estimate of when Leave is Payable		
Estimated Amount Payable within 12 Months		
Annual Leave ^a	5,298	5,388
Accrued Salaries ^b	1,380	525
Long Service Leave	1,345	1,677
Other Benefits	1,125	996
Total Employee Benefits Payable within 12 Months	9,148	8,586
Estimated Amount Payable later than 12 Months		
Long Service Leave	14,920	14,051
Annual Leave ^a	2,700	1,759
Total Employee Benefits Payable later than 12 Months	17,620	15,810
Total Employee Benefits	26,768	24,396

As 30 June 2018, the Directorate employed 875 FTE (830 FTE at 30 June 2017).

- a) The variance is mainly due to lower leave taken in 2017-18 (\$0.5m), adjustments relating to the Administrative Arrangements for 2017-18 (\$0.3m), and adjustments relating to the in-principle agreement for the new Enterprise Bargaining Agreements (EBAs) (\$0.1m).
- b) The balance reflects an adjustment in relation to the in-principle agreement for the new EBAs (\$0.7m) and accrued salaries for the last two days of the financial year (\$0.5m).

NOTE 24 OTHER PROVISIONS

	2018 \$'000	2017 \$'000
Current Other Provisions		
Provision for Restoration of Waste Landfill Sites - Mugga Lane and West Belconnen (including Parkwood Road Recycling Estate) ^a	8,124	2,895
Total Current Other Provisions	8,124	2,895
Non-Current Other Provisions		
Provision for Restoration of Waste Landfill Sites - Mugga Lane and West Belconnen (including Parkwood Road Recycling Estate) ^b	17,310	25,403
Provision for Make Good	526	-
Total Non-Current Other Provision	17,836	25,403
Total Other Provisions	25,960	28,298
Reconciliation of the Provision for Restoration of Waste Landfill Sites - Mugga Lane and West Belconnen (including Parkwood Road Recycling Estate)		
Provision for Restoration of Waste Landfill Sites at the Beginning of the Reporting Period Additional Provision Recognised Reduction in Provision from Site-Works Undertaken Increment in Provision due to a Change in Estimate	28,298 3,840 (6,704)	26,579 - (3,696) 5,415
Provision for Restoration at the End of the Reporting Period	25,434	28,298
Reconciliation of the Provision for Make Good		
Provision for Make Good at the Beginning of the Reporting Period Additional Provision Recognised	- 526	-
Provision for Make Good at the End of the Reporting Period	526	

- a) The provision represents the expected expenditure on remediation of those sites during 2018-19. The increase mainly relates to planned increases in expenditure on remediation of the West Belconnen site as well as an additional provision for the Parkwood Road Recycling Estate.
- b) The provision represents the expected expenditure on the remediation of those sites in periods beyond 2018-19. The decrease in the non-current provision is mainly due to higher than anticipated expenditure in 2017-18.

NOTE 25 OTHER LIABILITIES

	2018 \$'000	2017 \$'000
Current Other Liabilities		
Revenue Received in Advance ^a	2,622	1,163
Carbon Neutral Fund Loan from EPSDD	35	-
Lease Incentives	3	13
Total Current Other Liabilities	2,660	1,176
Non-Current Other Liabilities		
Carbon Neutral Fund Loan from EPSDD	295	-
Lease Incentives	-	3
Total Non-Current Other Liabilities	295	3
Total Other Liabilities	2,955	1,179

a) Revenue Received in Advance mainly relates to contributions received from other parties for various projects the Directorate is delivering. These include the Phillip Oval upgrade (\$1.0m), the Ashley Drive upgrade (\$0.4m), the Strategic Transport Model Calibration and the Transport for Canberra Strategy refresh (\$0.4m) and traffic monitoring cameras on the Federal Highway (\$0.2m).

NOTE 26 **EQUITY**

	2018 \$'000	2017 \$'000
Movements In the Asset Revaluation Surplus during the Reporting F	Period	
Asset Revaluation Surplus		
The Asset Revaluation Surplus is used to record the increments and Property, Plant and Equipment.	decrements in	the value of
Land Revaluation Surplus		
Balance at the Beginning of the Reporting Period	20,436	48,045
(Decrement) / Increment on Revaluation	(338)	160
Administrative Arrangements Transfers	-	(22,354)
Adjustment to Landfill Provision		(5,415)
Balance at the End of the Reporting Period	20,098	20,436
Infrastructure Revaluation Surplus		
Balance at the Beginning of the Reporting Period	2,417,550	2,440,139
(Decrement) / Increment on Revaluation	(145,535)	28,465
Impairment Adjustment	-	(87)
Administrative Arrangements Transfers	154,440	(50,967)
Balance at the End of the Reporting Period	2,426,455	2,417,550
Building Revaluation Surplus		
Balance at the Beginning of the Reporting Period	16,383	24,333
(Decrement) on Revaluation	(1,405)	-
Administrative Arrangements Transfers	8,295	(7,950)
Balance at the End of the Reporting Period	23,273	16,383
Community and Heritage Assets Revaluation Surplus		
Balance at the Beginning of the Reporting Period	1,166,342	1,106,917
Increment on Revaluation	165,386	96,668
Administrative Arrangements Transfers	90,779	(37,243)
Balance at the End of the Reporting Period	1,422,507	1,166,342
Plant and Equipment Revaluation Surplus		
Balance at the Beginning of the Reporting Period	14,953	1,754
Increment on Revaluation	13	13,295
Administrative Arrangements Transfers	224	(116)
Impairment Adjustment	16	20
Balance at the End of the Reporting Period	15,206	14,953
Total Asset Revaluation Surplus	3,907,539	3,635,664

NOTE 26 EQUITY – CONTINUED

2018	2017
\$'000	\$'000

Movements In the Asset Revaluation Surplus during the Reporting Period

Administrative Arrangements Transfers ^a	253,738	(118,630)
Net Revaluation Increment ^b	18,121	138,588
Adjustment to Landfill Provision ^c	-	(5,415)
Impairment Adjustment	16	(67)
Total Revaluation Increment	18,137	133,106
Net Increase in the Asset Revaluation Surplus	271,875	14,476

- a) Movements in 2017-18 represent the transfer of the Sports ground management function from CMTEDD as a result of Administrative Arrangements on 1 July 2017. In 2016-17, the Asset Revaluation Surplus movements represent the transfer of Parks and Conservation function to EPSDD as a result of Administrative Arrangements on 1 July 2016.
- b) Net Revaluation Increments are dependent on categories of assets revalued and movements in asset values. The most significant asset revaluations in 2017-18 include:
 - an increment on revaluation of Community and Heritage Assets (\$165.0m), mainly due to increment on valuation of Land Under Roads (\$88.0m); and Urban Open Space Land (\$76.0m); and
 - a decrement on revaluations of Infrastructure Assets (\$146.0m), mainly due to decrement on valuation of Roads (\$206.0m) partly offset by an increment on the valuation of Bridges (\$57.0m) (refer to Note 18 Property, Plant and Equipment).
- c) The 2016-17 provision was mainly due to a change in the estimate for the future construction costs to restore the landfill sites associated with the loose-fill asbestos insulation eradication scheme.

NOTE 27 RESTRUCTURE OF ADMINISTRATIVE ARRANGEMENTS

Restructure of Administrative Arrangements 2017-18

Administrative Arrangements 2017 (No.1) notifiable instrument NI2017-329 came into effect on 1 July 2017, which resulted in:

- the Sports ground management function being transferred to the Directorate from the Chief Minister, Treasury and Economic Development Directorate (CMTEDD). The total value of the net assets transferred was \$439.11m; and
- the Transport planning and reform function being transferred to the Directorate from the Environment, Planning and Sustainable Development Directorate (EPSDD). The total value of the net liabilities transferred was \$(0.069m).

The financial impact of this restructure arrangement is mainly related to the Sports ground management function changes. Under the restructure the Sports ground management function has been passed to the Directorate. The total number of staff positions transferred was 25 for the Sports ground management function and 4 for the Transport planning and reform function.

The addition of these functions have resulted in increases to Operating Statement items employee expenses, depreciation and maintenance expenses within Supplies and Services; and significant increases to Balance Sheet items Property, Plant and Equipment, Capital Works in Progress and Employee Benefits.

Restructure of Administrative Arrangements 2016-17

Administrative Arrangements 2016 (No. 3) notifiable instrument NI2016-178 came into effect on 1 July 2016, which resulted in:

- the Parks and Conservation function transferred from the Directorate to EPSDD. The total value of net assets transferred was \$301m;
- the Active Travel Office (walking and cycling) office that provides guidance on active transport strategy and planning was transferred from EPSDD to the Directorate. There were no assets transferred; and
- the Capital Metro Agency ceased as a separate reporting entity and its functions amalgamated with the Directorate. The total value of assets transferred was \$13.5m.

Administrative Arrangements 2016 (No. 5) notifiable instrument NI2016-693 came into effect on 19 December 2016, which resulted in the transfer of Waste policy from EPSDD to the Directorate.

NOTE 27 RESTRUCTURE OF ADMINISTRATIVE ARRANGEMENTS - CONTINUED

Assets and Liabilities

The Assets and Liabilities transferred as part of the Administrative Arrangements at the dates of transfer were as follows:

	Transferred Amounts 2018 \$'000	Transferred Amounts 2017 \$'000
Assets		
Property, Plant and Equipment	433,251	(277,793)
Capital Works in Progress	7,049	12,384
Cash and Cash Equivalents	490	1,719
Receivables	-	(1,158)
Inventories	-	(49)
Other Assets	-	11
Biological Assets	-	(28,488)
Total Assets Transferred	440,790	(293,374)
Liabilities		
Employee Benefits	1,074	(5,121)
Payables	675	40
Other Liabilities	-	(820)
Total Liabilities Transferred	1,749	(5,901)
Total Net Assets Transferred	439,041	(287,473)

NOTE 27 RESTRUCTURE OF ADMINISTRATIVE ARRANGEMENTS -**CONTINUED**

The operational impact of the Administrative Arrangements within the Directorate is outlined as follows:

	2018 \$'000
Income	\$ 000
Controlled Recurrent Payments	11,334
User Charges	2,147
Other Revenue	1,221
Total Revenues	14,702
Gains	
Other Gains	29
Total Gains	29
Total Income	14,731
Expenses	
Employee Expenses	2,647
Superannuation Expenses	385
Supplies and Services	14,738
Depreciation	21,689
Other Expenses	793
Total Expenses	40,252
Operating (Deficit)	(25,521)

NOTE 28 FINANCIAL INSTRUMENTS

Details of the significant policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset and financial liability, are disclosed at Appendix B in Note 2 Significant Accounting Policies.

Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Directorate's credit risk is limited to the amount of the financial assets it holds net of any provision for impairment. The Directorate expects to collect all financial assets that are not past due or impaired.

At the end of the reporting period, the Directorate held cash on deposit with the Westpac Bank. The Directorate considers the credit risk associated with these deposits as low as the Westpac Banking Corporation is rated AA (long term) and A-1 (short term) by the international ratings agency Standard & Poor's.

The Directorate manages the credit risk of receivables by the regular review of the individual receivables and referral to debt collection agencies where appropriate. Specific analysis of the receivables balances is carried out on a monthly basis and where necessary an allowance is raised in accordance with the Directorate's impairment policy. The results are reported to senior management on a monthly basis. There have been no changes in credit risk exposure since last reporting period.

Liquidity Risk

Liquidity risk is the risk that the Directorate will encounter difficulties in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

To limit its exposure to liquidity risk the Directorate ensures that it has a sufficient amount of current financial assets to meet its current financial liabilities. The main source of cash to pay these obligations is appropriation from the ACT Government which is drawndown on a fortnightly basis during the year. The Directorate manages its liquidity risk through forecasting appropriation drawdown requirements to enable payment of anticipated obligations. In the event of urgent and unforeseen circumstances Section 18 of the *Financial Management Act 1996* (FMA) allows the Treasurer to authorise an appropriation from the Treasurer's Advance. There was no Section 18 appropriation during 2017-18.

The Directorate is also able to drawdown additional Controlled Recurrent Payments in the next reporting period to cover its financial liabilities when they fall due. This ensures the Directorate has enough liquidity to meet its emerging financial liabilities.

NOTE 28 FINANCIAL INSTRUMENTS - CONTINUED

Fair Value of Financial Assets and Liabilities

Accrued revenues and expenses have been excluded as they do not meet the definition of a financial instrument.

	Note No.	Carrying Amount 2018 \$'000	Fair Value Amount 2018 \$'000	Carrying Amount 2017 \$'000	Fair Value Amount 2017 \$'000
Financial Assets					
Cash and Cash Equivalents	15	24,230	24,230	17,720	17,720
Receivables	16	3,433	3,433	4,360	4,360
Embedded Derivative in the Light Rail Stage 1 Contract	17	935	935	750	750
Total Financial Assets	_	28,598	28,598	22,830	22,830
Financial Liabilities					
Payables	21	7,513	7,513	1,523	1,523
Finance Leases	22	1,196	1,196	129	129
Option Premium Payable	21	750	750	750	750
Total Financial Liabilities		9,459	9,459	2,402	2,402

NOTE 28 FINANCIAL INSTRUMENTS - CONTINUED

Fair Value Hierarchy

The carrying amount of Financial Assets measured at fair value, as well as the methods used to estimate the fair value are summarised in the table below. All other Financial Assets are measured, subsequent to initial recognition, at amortised cost and as such are not included in the table below.

	Classification According to Fair Value			
	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	Total \$'000
2018				
Financial Assets				
Embedded Derivative in the Light Rail Stage 1 Contract	-	-	935	935
-	-	-	935	935
2017 Financial Assets				
Embedded Derivative in the Light Rail Stage 1 Contract	-	-	750	750
-	-	-	750	750

As part of the Light Rail Project arrangement, where the operator's credit margin at any refinancing point is lower than that assumed in the Financial Model, the Territory will require the refinancing gain to be shared on a 50/50 arrangement (after allowing for the recoupment by the operator of any prior refinancing losses). The Territory is also entitled to 100% of any refinancing gain arising from a change in the manner or timing of payment of a Territory Contribution.

The Embedded Derivative represents the recognition of a benefit arising from the exercise of the option to refinance the loan at a better interest rate in the future. The valuation of this option was done at 30 June 2018.

The refinancing gain is an embedded derivative which is not closely related to the host contract and therefore must be separated and accounted for at fair value through profit and loss. Reassessment only occurs if there is either a change in the terms of the contract that significantly modifies the cash flows that would otherwise be required or a reclassification of a financial asset out of the fair value through profit or loss category.

The Embedded Derivative has been valued using a probability weighted scenario approach, being a level 3 valuation. The valuation has been undertaken by determining a set of scenarios that would result in a refinancing gain and assigning probabilities to those scenarios. Each scenario contains the credit ratings and credit spreads at each assumed refinancing date. The fair value of the Embedded Derivative is the probability-weighted sum of the refinancing gains associated with the scenarios.

The fair value of the Embedded Derivative at 30 June 2018 is \$935,000 (2017: \$750,000). Considering inputs such as credit margin, volatility of credit margin and time to maturity, a degree of judgement is required in establishing the fair value. Changes in assumptions relating to inputs could affect the fair value of the Embedded Derivative. The volatility of credit margin is deemed a significant unobservable input and any adjustment within a reasonable possible range could significantly impact the fair value of the Embedded Derivative. The valuation has been determined using the midpoint of a reasonably possible range.

Significant unobservable	Range	Sensitivity of fair valu	ue to the input (\$'000)
input		Value at volatility of 17%	Value at volatility of 27%
Volatility of credit margin	17% to 27%	\$810	\$1,060

Notes to and Forming Part of the Financial Statements **Transport Canberra and City Services Directorate** For the Year Ended 30 June 2018

FINANCIAL INSTRUMENTS - CONTINUED NOTE 28

The following table sets out the Directorate's maturity analysis for Financial Assets and Financial Liabilities as well as the exposure to interest rates, including the weighted average interest rates by maturity period as at 30 June 2018. All amounts appearing in the following maturity analysis are shown on an undiscounted cash flow basis.

		Weighted						
		Average	Floating	Fixed I	Fixed Interest Maturing In:	ä		
	Note No.	Interest Rate	Interest Rate	1 Year or Less	Over 1 Year to 5 Years	Over 5 Years	Non-Interest Bearing	Total
Financial Instruments))	9 9 ?	9	9	9 9	9
Financial Assets								
Cash and Cash Equivalents	15	2.35%	471	1		1	23.759	24.230
Receivables	16	1	. 1	ı	•	•	3,433	3,433
Embedded Derivative in the Light Rail Stage 1 Contract	17	ı	ı	ı	ı	ı	935	935
Total Financial Assets			471	•	1	•	28,127	28,598
Financial Liabilities								
Payables	21	ı	ı	ı	ı	ı	7,513	7,513
Option Premium Payable	21		•	•		ı	750	750
Finance Leases	22	5.30%	1	180	771	578	ı	1,529
Total Financial Liabilities				180	771	218	8,263	9,792
Net Financial Assets/(Liabilities)			471	(180)	(771)	(578)	19,864	18,806

NOTE 28 FINANCIAL INSTRUMENTS - CONTINUED

the weighted average interest rates by maturity period as at 30 June 2017. All amounts appearing in the following maturity analysis are shown on an The following table sets out the Directorate's maturity analysis for Financial Assets and Financial Liabilities as well as the exposure to interest rates, including undiscounted cash flow basis.

		Weighted Average	Floating	Fixed I	Fixed Interest Maturing In:	ë		
	No.	Interest Rate	Interest Rate \$'000	1 Year or Less \$'000	Over 1 Year to 5 Years \$'000	Over 5 Years \$'000	Non-Interest Bearing \$'000	Total \$'000
Financial Instruments								
Financial Assets								
Cash and Cash Equivalents	15	2.37%	115	ı	1	•	17,605	17,720
Receivables	16	ı	ı	ı	ı	I	4,360	4,360
Embedded Derivative in the Light Rail Stage 1 Contract	17		•	1	1	1	750	750
Total Financial Assets			115				22,715	22,830
Financial Liabilities								
Payables	21	1		1	1	ı	1,523	1,523
Option Premium Payable	21		•	ı	ı	ı	750	750
Finance Leases	22	3.61%	ı	106	26	I	ı	132
Total Financial Liabilities				106	26		2,273	2,405
Net Financial Assets/(Liabilities)			115	(106)	(26)	•	20,442	20,425

NOTE 28 FINANCIAL INSTRUMENTS - CONTINUED

	2018 \$'000	2017 \$'000
Carrying Amount of Each Category of Financial Asset and Financial Liability		
Financial Assets		
Loans and Receivables measured at Amortised Cost	3,341	4,360
Financial Liabilities		
Financial Liabilities measured at Amortised Cost	8,709	1,652
Financial Liabilities measured at Fair Value	750	750

NOTE 29 **COMMITMENTS**

Capital Commitments

Capital Commitments contracted including project for Gundaroo Drive Stage 1 and 2, Horse Park Drive, Green Waste Bins and Integrated Public Transport at the reporting date that have not been recognised as liabilities are as follows:

Capital Commitments

Payal	b	le:
-------	---	-----

Within one year	83,518	72,043
Later than one year but not later than five years	24,381	15,697
Total Capital Commitments ^a	107,899	87,740

a) The increase in Capital Commitments mainly relates to Gundaroo Drive Stage 2, Green Waste Bins and Integrated Public Transport.

NOTE 29 COMMITMENTS - CONTINUED

Other Commitments

Other Commitments include contracts for streetlight energy performance, delivery of waste services, roads resealing works and traffic signals maintenance at the reporting date that have not been recognised as liabilities are as follows:

	2018 \$'000	2017 \$'000
Payable:		
Within one year	72,141	68,360
Later than one year but not later than five years	167,575	115,487
Later than five years	34,203	6,881
Total Other Commitments ^b	273,919	190,728

b) The increase mainly relates to the new Streetlight Energy Performance Contract with Electrix Pty Ltd (\$92.1m). This Contract is for the design, construction, guarantee and follow-up monitoring of energy saving and energy cost saving measures in relation to the Territory's street light assets, and for the ongoing maintenance of those assets, over a seven-year contract which expires on 30 April 2025.

Operating Lease Commitments

The Directorate has two non-cancellable operating leases: one for the provision of vehicles with SG Fleet and one for the provision of ICT services with Shared Services. The leases have varying terms, escalation clauses and renewal rights.

Operating Lease agreements give the Directorate the right to renew the leases. Renegotiations of the leased terms occur on renewal of the leases.

Non-Cancellable Operating Lease Commitments

Non-Cancellable Operating Commitments are payable as follows:

Within one year	4,644	4,619
Later than one year but not later than five years	6,422	3,994
Later than five years	75	41
Total Operating Lease Commitments ^c	11,141	8,654

c) The increase is principally due to an increase in the number of leased vehicles (light commercial, heavy vehicles and machinery) with SG Fleet to 289 in 2017-18 from 274 in 2016-17.

NOTE 29 COMMITMENTS - CONTINUED

Public Private Partnership Finance Lease Commitments

Public Private Partnership commitments relate to the Territory entering into a 20 year public private partnership on 25 May 2016 with the Canberra Metro Consortium (refer to Appendix B Note 29 Commitments).

	2018 \$'000	2017 \$'000
Payable:	Ψ 000	Ψ 000
Within one yeara	389,846	_
Later than one year but not later than five years	114,186	475,485
Later than five years	433,048	461,595
Minimum Lease Payments	937,080	937,080
Less: Future Finance Lease Charges		
Within one year	15,922	-
Later than one year but not later than five years	71,857	70,762
Later than five years	145,349	162,366
Total Future Finance Lease Charges	233,128	233,128
Present Value of Minimum Lease Payments		
Within one year	373,924	_
Later than one year but not later than five years	42,329	404,723
Later than five years	287,699	299,229
Total Present Value of Minimum Lease Payments	703,952	703,952
Public Private Partnership Finance Lease payments are GST Exclusive.		
Public Private Partnership Operational Commitments (GST Exclusive)		
Payable:		
Within one year ^a	21,215	-
Later than one year but not later than five years	107,453	100,403
Later than five years	583,604	611,869
Total Public Private Partnership Operational Commitments	712,272	712,272
Total Public Private Partnership Commitments	1,649,352	1,649,352
Public Private Partnership Operational Commitments (GST inclusive)		
Payable:		
Within one year	23,336	-
Later than one year but not later than five years	118,198	110,444
Later than five years	641,965	673,055
Total Public Private Partnership Operational Commitments	783,499	783,499

All amounts shown in the Commitment Note are inclusive of Goods and Services Tax except Public Private Partnership Finance Lease Payments.

a) Payable within one year to Canberra Metro Consortium is \$411,061,000 consisting of Territory construction payment contribution \$375,000,000 payable on certification of construction services completion as issued by an independent certifier, capital component of monthly availability payments \$14,846,000 and the operational component of monthly availability payments \$21,215,000.

NOTE 30 CONTINGENT LIABILITIES AND CONTINGENT ASSETS

Contingent Liabilities

Contamination of Land

The Directorate owns 178 sites as at 30 June 2018 (189 at 30 June 2017) that have been identified as contaminated land. Whilst there is no present obligation to remediate these sites, a contingent liability reflecting possible future costs has been estimated at \$81,550,000 (estimated cost as at 30 June 2017 \$87,500,000). This estimate is based on-costs incurred for restoring similar sites in previous years.

Legal Claims

The Directorate is subject to 78 legal claims as at 30 June 2018 (71 claims as at 30 June 2017). The Directorate is potentially liable for \$400,000 (2017 \$373,000) which represents the excess amount payable on these actions as the Directorate is covered by the ACT Insurance Authority (ACTIA). If the Directorate under the arrangements with ACTIA pays the full amount of a successful claim, the amount less the excess amount is reimbursed to the Directorate by ACTIA. The estimated contingent liability has not been provided for in the Directorate's accounts. The estimated actuarially assessed liability covered by ACTIA is included in ACTIA's financial statements.

In addition to the above, the Directorate has an unquantifiable contingent liability for a potential compensation under the *Land Acquisition Act 1994* for the compulsory acquisition of Block 18 Section 33 Dickson, but until such time a claim is made, the ACT Valuation Office is unable to calculate the likely amount payable on the basis that there are too many unknown variables in calculating the amount of compensation.

As at 30 June 2018, the Directorate has assessed a contingent liability for back payments to staff for the new EBAs that have not reached the in-principle agreement stage (\$900,000).

Contingent Assets

The contingent asset as at 30 June 2018 related to the Directorate's insurance arrangement where reimbursement from ACTIA occurs (refer to Legal Claims above).

NOTE 31 CASH FLOW RECONCILIATION

	2018 \$'000	2017 \$'000
(a) Reconciliation of Cash and Cash Equivalents at the End of the Rep Flow Statement to the Equivalent Items in the Balance Sheet	orting Period	in the Cash
Total Cash and Cash Equivalents Recorded in the Balance Sheet	24,230	17,720
Cash and Cash Equivalents at the End of the Reporting Period as Recorded in the Cash Flow Statement	24,230	17,720
(b) Reconciliation of Operating Surplus / (Deficit) to Net Cash Inflows (Activities	from Operatin	g
Operating (Deficit)	(97,592)	(75,595)
Add/(Less) Non-Cash Items		
Depreciation of Property, Plant and Equipment Expensing of Capital Works in Progress Write-off/Loss on Disposal of Assets Amortisation of Intangibles Assets Transferred to Other ACT Government Entities Transfer of Constitution Avenue Upgrade to the National Capital Authority Assets Located during Stocktake Assets Transferred from Other ACT Government Entities and Private Developers Revaluation and Asset Adjustments Other Non-Cash Items Revaluation Losses Transfers as a Result of Administrative Arrangements Add/(Less) Items Classified as Investing or Financing Net (Gain) on Disposal of Non-Current Assets Capital Works in Progress Accrued Carbon Neutral Fund Loan from EPSDD	183,602 11,509 2,157 1,510 853 - (8,391) (95,694) - 128 (1,749) (345) 4,887 (330)	158,397 13,245 2,704 1,280 196 44,800 (17) (135,095) 146
Cash Before Changes in Operating Assets and Liabilities	545	14,959
Changes in Operating Assets and Liabilities Decrease/(Increase) in Receivables Decrease/(Increase) in Inventories Decrease/(Increase) in Other Assets (Decrease)/Increase in Payables Increase/(Decrease) in Employee Benefits Increase/(Decrease) in Other Liabilities Net Changes in Operating Assets and Liabilities Net Cash Inflows from Operating Activities	1,615 703 151 (1,793) 2,372 1,777 4,825 5,370	(583) (1,772) (339) 5,505 (4,816) (1,049) (3,054)
(c) Non-Cash Financing and Investing Activities		
Acquisition of Plant and Equipment by means of Finance Lease	1	-

NOTE 31 CASH FLOW RECONCILIATION - CONTINUED

(d) Reconciliation of Liabilities Arising from Financing Activities

	2017	Cash Flows	Non-cash c	hanges	2018
	\$'000	\$'000	New Leases \$'000	Other	\$'000
Finance Leases	129	(131)	1,198	-	1,196
Debt	129	(131)	1,198	-	1,196

NOTE 32 EVENTS OCCURRING AFTER BALANCE DATE

The Infrastructure delivery function has been transferred to the Directorate from CMTEDD on 1 July 2018. The transfer of this function includes the transfer of 2.5 full time equivalent staff to the Directorate along with a total value of assets of \$22.0 million.

The financial effect of the Administrative Arrangement is not reflected in the Financial Statements.

RELATED PARTY DISCLOSURES NOTE 33

A related party is a person that controls or has significant influence over the reporting entity, or is a member of the Key Management Personnel (KMP) of the reporting entity or its parent entity, and includes their close family members and entities in which the KMP and/or their close family members individually or jointly have controlling interests.

KMP are those persons having authority and responsibility for planning, directing and controlling the activities of the Directorate, directly or indirectly.

KMP of the Directorate are the Portfolio Ministers, the Director-General and other members of the Directorate's Executive Team.

The Head of Service and the ACT Executive comprising the Cabinet Ministers are KMP of the ACT Government and therefore related parties of the Directorate. This Note does not include typical citizen transactions between the KMP and the Directorate that occur on terms and conditions no different to those applying to the general public.

(A) CONTROLLING ENTITIES

The Directorate is an ACT Government controlled entity.

(B) KEY MANAGEMENT PERSONAL

B.1 Compensation of Key Management Personnel

Compensation of all Cabinet Ministers, including the Portfolio Minister, is disclosed in the Note on Related Party Disclosures included in the ACT Executive's financial statements for the financial year ended 30 June 2018.

Compensation of the Head of Service is included in the Note on Related Party Disclosures, included in CMTEDD's financial statements for the financial year ended 30 June 2018.

Compensation by the Directorate to KMP are set out below.

	2018	2017
	\$'000	\$'000
Short-term employee benefits	1,475	1,890
Post-employment benefits	171	231
Other long-term benefits	35	44
Total Compensation by the Directorate to KMP	1,681	2,165

NOTE 34 BUDGETARY REPORTING

variances if both of the following criteria are met:

Original Budget refers to the amounts presented to the Legislative Assembly in the original budgeted financial statements in respect of the reporting period The following are brief explanations of major line item variances between budget estimates and actual outcomes. Variances are considered to be major (2017-18 Budget Statements). These amounts have not been adjusted to reflect supplementary appropriation or appropriation instruments.

- (a) The line item is a significant line item: where either the line item actual amount accounts for more than 10% of the relevant associated category (Income, Expenses and Equity totals) or more than 10% of the sub-element (e.g. Current Liabilities and Receipts from Operating Activities totals) of the financial statements; and
- (b) The variances (Original Budget to actual) are greater than plus (+) or minus (-) 10% of the budget for the financial statement line item.

Operating Statement Line Items	Actual 2017-18 \$'000	Original Budget 2017-18 Var \$'000		iance Variance \$'000	Variance Explanations
Other Gains	104,615	83,655	20,960	25	Higher than budgeted Other Gains is due to assets received from the Suburban Land Agency exceeding the Original Budget (\$11.0m) and unbudgeted assets transfers from CMTEDD (\$29.0m). These were offset by assets received from external parties amounting to \$31.6m which was \$18.0m under budget.
Depreciation and Amortisation	185,112	185,112 158,040	27,072	17	The Original Budget excluded the impact of asset revaluations and gifted assets from previous financial years.
Increase in the Asset Revaluation Surplus	18,137	261,301	261,301 (243,164)	(63)	The variance is mainly due to the Original Budget incorrectly including the revaluation surplus from the Sports ground management function transferred from CMTEDD. The Directorate recognised the revaluation surplus from CMTEDD (\$253.8m) as an equity transfer.

Notes to and Forming Part of the Financial Statements **Transport Canberra and City Services Directorate** For the Year Ended 30 June 2018

BUDGETARY REPORTING - CONTINUED NOTE 34

Variance Explanations	The Original Budget was understated by \$4.5m. The other major movements are above budget Net Cash Inflows from Operating Activities (\$5.4m) and cash received from CMTEDD (\$0.5m) as result of the Sports ground management function transfer.	The higher than budget result mainly relates to an increase in the estimated costs required to remediate the West Belconnen site as well as an additional provision for the restoration of the Parkwood Road Recycling Estate.	The non-current provision is lower than budget as additional remediation works at the waste landfill sites were undertaken in 2017-18.
	The Original Bud above budget N received from C function transfer.	The highe required to for the res	The non-c
Variance %	98	141	(23)
Original Budget 2017-18 Variance Variance \$'000 \$'000 %	11,184	4,757	(5,376)
Original Budget 2017-18 \$'000	13,046	3,367	23,212
Actual 2017-18 \$'000	24,230	24,230	
Balance Sheet Line Items	Cash and Cash Equivalents	Current Other Provision	Non-Current Other Provisions

NOTE 34 BUDGETARY REPORTING - CONTINUED

Variance Explanations	\$45.4m of the variance relates to the Light Rail Stage 1 project funding for significant variations to the light rail project. This funding was not required in 2017-18 and deferred to 2018-19. The balance of the variance is mainly the result of projects being deferred due to delays in planning and construction work (\$32m) including Horse Park Drive (\$11.0m), Light Rail Stage 1 (\$4.0m), Cotter Road (\$3.0m), Essential Waste Management infrastructure (\$8.0m) and Roads to Recovery Commonwealth funding (\$6.0m).	The lower than budget Capital Injections is the result of the lower Payments for Capital Works in Progress as explained above.	The lower than budget Capital Payments to ACTION is the result of the fewer Property, Plant and Equipment purchases due to delays in contract negotiations with the supplier.
	\$45.4m of the variance relates t significant variations to the light 2017-18 and deferred to 2018-19. The balance of the variance is mai delays in planning and construct (\$11.0m), Light Rail Stage 1 (\$4 Management infrastructure (\$8.0 funding (\$6.0m).	The lower than budge Capital Works in Prog	The lower than budge Property, Plant and E with the supplier.
Variance %	(36)	(34)	(28)
Original Budget 2017-18 Variance Variance \$'000 \$'000 %	(77,724)	238,235 (81,031)	(6,201)
Original Budget 2017-18 \$'000	217,662	238,235	21,870
Actual 2017-18 \$'000	139,938	157,204	15,669
Cash Flow Statement Line Items	Payments for Capital Works in Progress	Capital Injections	Capital Payments to ACTION

TRANSPORT CANBERRA AND CITY **SERVICES DIRECTORATE**

TERRITORIAL FINANCIAL **STATEMENTS**

FOR THE YEAR ENDED **30 JUNE 2018**

Transport Canberra and City Services Directorate Statement of Income and Expenses on Behalf of the Territory For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Income				
Fees and Fines	36	18,359	17,981	16,255
Total Income	_	18,359	17,981	16,255
Expenses				
Transfer to Government	37	18,356	17,981	16,255
Other Expenses		3	-	-
Total Expenses	_	18,359	17,981	16,255
Operating Surplus/(Deficit)		-	-	-

The above Statement of Income and Expenses on Behalf of the Territory should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Statement of Assets and Liabilities on Behalf of the Territory At 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Current Assets				
Receivables	38	2,432	1,907	1,765
Cash and Cash Equivalents		3	18	(1)
Total Current Assets		2,435	1,925	1,764
Total Assets	_	2,435	1,925	1,764
Current Liabilities				
Payables	39	2,435	1,925	1,764
Total Current Liabilities		2,435	1,925	1,764
Total Liabilities		2,435	1,925	1,764
Net Assets	<u> </u>	-	-	-
Equity				
Accumulated Funds		-	-	_
Total Equity		-	-	_

The above Statement of Assets and Liabilities on Behalf of the Territory should be read in conjunction with the accompanying Notes.

Net Assets and Total Equity has remained at nil, therefore a Statement of Changes in Equity on Behalf of the Territory has not been prepared.

Transport Canberra and City Services Directorate Cash Flow Statement on Behalf of the Territory For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Cash Flows from Operating Activities				
Receipts				
Fees and Fines		17,690	17,981	16,393
Goods and Services Tax Collected from Customers		2,034	-	1,827
Other Receipts		_	1,885	
Total Receipts from Operating Activities		19,724	19,866	18,220
Payments				
Transfer of Territory Receipts to the ACT Government		17,735	17,981	16,415
Goods and Services Tax Remitted to the Australian Taxation Office		1,985	-	1,824
Other		-	1,885	-
Total Payments from Operating Activities	_	19,720	19,866	18,239
Net Cash Inflows/(Outflows) from Operating Activities	41 _	4	-	(19)
Net Increase in Cash and Cash Equivalents		4	-	(19)
Cash and Cash Equivalents at the Beginning of the Reporting Period		(1)	-	18
Cash and Cash Equivalents at the End of the Reporting Period	41	3	-	(1)

The above Cash Flow Statement on Behalf of the Territory should be read in conjunction with the accompanying Notes.

Transport Canberra and City Services Directorate Territorial Note Index of the Financial Statements For the Year Ended 30 June 2018

Note 35 Significant Accounting Policies - Territorial

Appendix A – Basis of Preparation of the Financial Statements

Appendix B - Significant Accounting Policies

Income Notes

Fees and Fines - Territorial Note 36

Expenses Notes

Note 37 Transfer to Government - Territorial

Assets Notes

Note Receivables - Territorial

Liabilities Notes

Note Payables - Territorial

Other Notes

Financial Instruments - Territorial Note Note 41 Cash Flow Reconciliation - Territorial

Note 42 Restructure of Administrative Arrangements - Territorial

Budgetary Reporting - Territorial Note 43

NOTE 35 SIGNIFICANT ACCOUNTING POLICIES - TERRITORIAL

All the Directorate's accounting policies are contained in Appendices A, B and C referred to in Note 2 Significant Accounting Policies. The policies outlined apply to both the Controlled and Territorial Financial Statements.

The majority of Territorial revenues relate to fees associated with the acceptance of commercial and industrial waste to landfill.

NOTE 36 FEES AND FINES - TERRITORIAL

	2018	2017
	\$'000	\$'000
Fees		
Waste Acceptance Fees ^a	18,010	15,909
Dog Registration Fees	242	230
Other Fees	90	103
Total Fees	18,342	16,242
Fines		
Other Fines	17	13
Total Fines	17	13
Total Fees and Fines	18,359	16,255

a) The increase was due to additional revenue for commercial and industrial waste (\$1.4m) and contaminated waste (\$0.8m).

NOTE 37 TRANSFER TO GOVERNMENT - TERRITORIAL

Transfer to Government represents the transfer of money, which the Directorate has collected on behalf of the Territory, to Government. The money collected by the Directorate on the behalf of the Territory predominantly relates to waste collection fees.

	2018 \$'000	2017 \$'000
Payments to the Territory Banking Account	18,356	16,255
Total Transfer to Government	18,356	16,255

NOTE 38 RECEIVABLES - TERRITORIAL

Current Receivables

Trade Receivables Less: Allowance for Impairment Losses	2,116 (2)	1,692
·	2,114	1,692
Accrued Revenue	318	73
Total Current Receivables	2,432	1,765
Total Receivables	2,432	1,765

Ageing of Receivables

	Not Overdue		Overdue		Total
2018	\$'000	Less than 30 Days \$'000	30 to 60 Days \$'000	Greater than 60 Days \$'000	\$'000
Not Impaired Receivables Impaired	1,997	429	-	6	2,432
Receivables	-	-	-	2	2
2017					
Not Impaired Receivables	1,765	-	-	-	1,765

NOTE 38 RECEIVABLES – TERRITORIAL – CONTINUED

	2018 \$'000	2017 \$'000
Reconciliation of the Allowance for Impairment Losses		
Beginning of the Reporting Period	-	13
Recognised During the Reporting Period	2	12
Recoveries During the Reporting Period	-	(13)
Write off During the Reporting Period	-	(12)
Allowance for Impairment Losses at the End of the Reporting Period	2	-
Classification of ACT Government/Non-ACT Government Receivables Receivables with ACT Government Entities		
Trade Receivables	575	-
Total Receivables with ACT Government Entities	575	-
Receivables with Non-ACT Government Entities		
Trade Receivables	1,539	1,692
Accrued Revenue	318	73
Total Receivables with Non-ACT Government Entities	1,857	1,765
Total Receivables	2,432	1,765

NOTE 39 PAYABLES – TERRITORIAL

	2018 \$'000	2017 \$'000
Current Payables	ΨΟΟΟ	Ψ 000
Accrued Expenses	2,244	1,622
Net Goods and Services Tax Payable	191	142
Total Current Payables	2,435	1,764
Total Payables	2,435	1,764
Payables are Aged as Follows:		
Not Overdue	2,435	1,764
Total Payables	2,435	1,764
Classification of ACT Government/Non-ACT Government Payables		
Payables with ACT Government Entities		
Accrued Expenses	2,244	1,622
Total Payables with ACT Government Entities	2,244	1,622
Payables with Non-ACT Government Entities		
Net Goods and Services Tax Payable	191	142
Total Payables with Non-ACT Government Entities	191	142
Total Payables	2,435	1,764

NOTE 40 FINANCIAL INSTRUMENTS - TERRITORIAL

Details of the significant policies and methods adopted including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset and financial liability, are disclosed in Note 2 Significant Accounting Policies.

Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Directorate's Territorial credit risk is limited to the amount of the financial assets held less any provision for losses. The Directorate expects to collect all financial assets that are not past due or impaired. There is no collateral held as security for financial assets.

The primary credit risk arises from account holders for commercial waste disposal at ACT landfills. This risk is addressed through approval of credit applications, monitoring debt ageing reports, facility access restrictions and formal debt recovery processes.

Fair Value of Financial Assets and Liabilities

The carrying amounts and fair values of financial assets and liabilities at balance date are:

	Note No.	Carrying Amount 2018 \$'000	Fair Value 2018 \$'000	Carrying Amount 2017 \$'000	Fair Value 2017 \$'000
Financial Assets					
Receivables	38	2,114	2,114	1,692	1,692
Cash and Cash Equivalents		3	3	(1)	(1)
Total Financial Assets		2,117	2,117	1,691	1,691

Notes to and Forming Part of the Financial Statements - Territorial Transport Canberra and City Services Directorate For the Year Ended 30 June 2018

FINANCIAL INSTRUMENTS - TERRITORIAL - CONTINUED NOTE 40

The following table sets out the Directorate's maturity analysis for Financial Assets and Financial Liabilities as well as the exposure to interest rates, including the weighted average interest rates by maturity period as at 30 June 2018. All amounts appearing in the following maturity analysis are shown on an undiscounted cash flow basis.

	Note	Weighted Average	Floating	Fixed I	Fixed Interest Maturing In:	<u>::</u>		
	Ö	Interest Rate	Interest Rate \$'000	1 Year or Less \$'000	Over 1 Year to 5 Years \$'000	Over 5 Years \$'000	Non-Interest Bearing \$'000	Total \$'000
Financial Instruments								
Financial Assets								
Receivables	38	1	1	1	ı	•	2,114	2,114
Cash and Cash Equivalents		ı	Ī	ı	1	1	က	ဂ
Total Financial Assets							2,117	2,117
Financial Liabilities			ı	ı	ı	ı	1	ı
Net Financial Assets			•	•	•	•	2,117	2,117

Notes to and Forming Part of the Financial Statements - Territorial **Transport Canberra and City Services Directorate** For the Year Ended 30 June 2018

NOTE 40 FINANCIAL INSTRUMENTS - TERRITORIAL - CONTINUED

The following table sets out the Directorate's maturity analysis for Financial Assets and Financial Liabilities as well as the exposure to interest rates, including the weighted average interest rates by maturity period as at 30 June 2017. All amounts appearing in the following maturity analysis are shown on an undiscounted cash flow basis.

Interest		Note	Weighted Average	Floating	Fixed I	Fixed Interest Maturing In:	:u		
38		O	Interest Rate	Interest Rate \$'000	1 Year or Less \$'000	Over 1 Year to 5 Years \$'000	Over 5 Years \$'000	Non-Interest Bearing \$'000	Total \$'000
388	Financial Instruments								
388	Financial Assets								
	Receivables	38	1	ı	ı	•	İ	1,692	1,692
	Cash and Cash Equivalents		1	1	1	1	İ	(1)	(1)
	Total Financial Assets							1,691	1,691
	Net Financial Assets				•		•	1,691	1,691

Transport Canberra and City Services Directorate Notes to and Forming Part of the Financial Statements - Territorial For the Year Ended 30 June 2018

NOTE 40 FINANCIAL INSTRUMENTS - TERRITORIAL - CONTINUED

	2018 \$'000	2017 \$'000
Carrying Amount of Each Class of Financial Asset and Financial Liability		
Financial Assets		
Loans and Receivables Measured at Amortised Cost	2,114	1,692
NOTE 41 CASH FLOW RECONCILIATION – TERRITORIA	AL	
(a) Reconciliation of Cash and Cash Equivalents at the End of the Re Flow Statement on Behalf of the Territory to the Related Items is and Liabilities on Behalf of the Territory.		
Total Cash and Cash Equivalents Recorded on the Statement of Assets and Liabilities on Behalf of the Territory	3	(1)
Cash at the End of the Reporting Period as Recorded in the Cash Flow Statement on Behalf of the Territory	3	(1)
(b) Reconciliation of the Operating Surplus/(Deficit) to Net Cash Activities	Inflows from	Operating
Operating Surplus	-	-
Cash Before Changes in Operating Assets and Liabilities	-	-
Changes in Operating Assets and Liabilities		
Decrease/(Increase) in Payables	671	(57,865)
(Decrease)/Increase in Receivables Decrease in Inventory	(667) -	57,713 133

(19)

(19)

Net Changes in Operating Assets and Liabilities

Net Cash Inflows/(Outflows) from Operating Activities

Transport Canberra and City Services Directorate Notes to and Forming Part of the Financial Statements - Territorial For the Year Ended 30 June 2018

NOTE 42 RESTRUCTURE OF ADMINISTRATIVE ARRANGEMENTS - TERRITORIAL

Restructure of Administrative Arrangements 2016-17

Administrative Arrangements 2016 (No 3) notifiable instrument NI2016-178 came into effect on 1 July 2016. The Parks and Conservation function transferred from the Directorate to the Environment, Planning and Sustainable Development Directorate.

Assets and Liabilities

The Assets and Liabilities transferred as part of the Administrative Arrangements at the dates of transfer were as follows:

	Transferred Amounts 2018 \$'000	Transferred Amounts 2017 \$'000
Assets		
Receivables	-	57,572
Inventories	-	133
Total Assets Transferred	-	57,705
Liabilities		
Payables	-	57,705
Total Liabilities Transferred	-	57,705
Total Net Assets Transferred	-	-

Notes to and Forming Part of the Financial Statements - Territorial Transport Canberra and City Services Directorate For the Year Ended 30 June 2018

NOTE 43 BUDGETARY REPORTING – TERRITORIAL

Original Budget refers to the amounts presented to the Legislative Assembly in the original budgeted financial statements in respect of the reporting period The following are brief explanations of major line item variances between budget estimates and actual outcomes. Variances are considered to be major (2017-18 Budget Statements). These amounts have not been adjusted to reflect supplementary appropriation or appropriation instruments. variances if both of the following criteria are met:

Expenses and Equity totals) or more than 10% of the sub-element (e.g. Current Liabilities and Receipts from Operating Activities totals) of the financial (a) The line item is a significant line item: where either the line item actual amount accounts for more than 10% of the relevant associated category (Income, statements; and

(b) The variances (Original Budget to actual) are greater than plus (+) or minus (-) 10% of the budget for the financial statement line item.

2 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	Actual	Original Budget			Variance Explanations
Liabilities on Behalf of the Territory Line Items	2017-18 \$'000	2017-18 Variar \$'000 \$'	Variance \$'000	nce Variance 000 %	
Cash and Cash Equivalents	3	18	(15)	(83)	The Original Budget was incorrectly set at \$0.018m. The correct amount should have been zero.
Current Receivables	2,432	1,907	525	28	28 The variance of \$0.525m is mainly due to higher waste collection activity.
Current Payables	2,435	1,925	510	26	The variance of \$0.510m correlates to the higher waste collection activity currently reflected in accounts receivable.

Appendix A – Basis of Preparation of the Financial Statements

LEGISLATIVE REQUIREMENT

The *Financial Management Act 1996* (FMA) requires the preparation of annual financial statements for ACT Government Directorates.

The FMA, and the Financial Management Guidelines issued under the FMA require the Directorate's financial statements to include:

- (i) an Operating Statement for the year;
- (ii) a Balance Sheet as at the end of the year;
- (iii) a Statement of Changes in Equity for the year;
- (iv) a Cash Flow Statement for the year;
- (v) a Statement of Appropriation for the year;
- (vi) an Operating Statement for each class of output for the year;
- (vii) the significant accounting policies adopted for the year; and
- (viii) other statements as necessary to fairly reflect the financial operations of the Directorate during the year and its financial position as at the end of the year.

These general-purpose financial statements have been prepared to comply with Australian Accounting Standards as required by the FMA. Accordingly, these financial statements have been prepared in accordance with:

- (i) Australian Accounting Standards; and
- (ii) ACT Accounting and Disclosure Policies.

ACCRUAL ACCOUNTING

The Financial Statements have been prepared using the accrual basis of accounting. The Financial Statements are prepared according to the historical cost convention, except for Property, Plant and Equipment, and Financial Instruments that are valued at fair value in accordance with the valuation policies applicable to the Directorate during the reporting period.

GOING CONCERN

The 2017-18 Financial Statements have been prepared on a going concern basis as the Directorate has been funded in 2018-19 and the Budget Papers include forward estimates for the Directorate.

At 30 June 2018, the Directorate's Current Liabilities (\$69.1m) exceeded its Current Assets (\$34.2m) by \$34.9m. However, this is not considered a liquidity risk as the Directorate's cash needs are funded through an appropriation by the ACT Government on a cash-needs basis. This is consistent with the whole of Government cash management regime, which requires excess cash balances to be held centrally rather than within individual agency bank accounts.

Appendix A – Basis of Preparation of the Financial Statements

CURRENCY

These financial statements are presented in Australian dollars.

INDIVIDUAL REPORTING ENTITY

The Directorate is an individual financial reporting entity.

CONTROLLED AND TERRITORIAL ITEMS

The Directorate produces Controlled and Territorial financial statements. The Controlled Financial Statements include income, expenses, assets and liabilities over which the Directorate has control. The Territorial Financial Statements include income, expenses, assets and liabilities that the Directorate administers on behalf of the ACT Government, but does not control.

The purpose of the distinction between Controlled and Territorial is to enable an assessment of the Directorate's performance against the decisions it has made in relation to the resources it controls while maintaining accountability for all resources under its responsibility.

The basis of preparation described applies to both Controlled and Territorial Financial Statements except where specified otherwise.

MATERIALITY

The Financial Statements and Notes to the Financial Statements have been prepared on the basis of materiality. This includes how information is disclosed and explained.

AASB 101 Presentation of Financial Statements clarifies that reporting entities should not be disclosing immaterial information and that the presentation of information in Notes can and should be tailored to provide users with the clearest view of the Directorates financial performance and financial position.

The Directorate applies materiality based on the following criteria:

- a) The line item is a significant line item where the line item actual amount:
 - accounts for approximately plus (+) or minus (-) 10% or more of the relevant associated category (e.g. Income, Expenses and Equity totals), or
 - ii. accounts for approximately plus (+) or minus (-) 10% or more of the sub-element (e.g. Current Liabilities, Receipts from Operating Activities totals) of the financial statements;
- b) The Original Budget to Actual variance is greater than approximately plus (+) or minus (-) 10% of the budget for the financial statement line item;
- c) The Current Year Actual to Prior Year Actual variance:
 - i. is greater than approximately plus (+) or minus (-) 10% of the line item, or
 - ii. is significant but does not represent a plus (+) or minus (-) 10% variance; or
- d) The line item is deemed by management to be 'material by nature'.

During the financial year factors other than addressed by the materiality criteria above may have arisen which could increase clarity of the Directorate's financial performance and financial position. Management has assessed these and provided disclosure on a case by case basis.

Appendix A – Basis of Preparation of the Financial Statements

BUDGET FIGURES

To facilitate a comparison with the Budget Papers, as required by the FMA, budget information for 2017-18 has been presented in the Financial Statements. Budget numbers in the Financial Statements are the Original Budget numbers that appear in the Budget Papers.

ROUNDING

All amounts in the Financial Statements have been rounded to the nearest thousand dollars (\$'000). Use of "-" represents zero amounts or amounts rounded down to zero.

Appendix B – Significant Accounting Policies

Appendix B - Significant Accounting Policies applies to both the Controlled and Territorial financial statements.

SIGNIFICANT ACCOUNTING POLICIES - INCOME

REVENUE RECOGNITION

Revenue is recognised at the fair value of the consideration received or receivable in the Operating Statement.

SIGNIFICANT ACCOUNTING POLICIES - EXPENSES

NOTE 8 - EMPLOYEE EXPENSES

Employee expenses include:

- short-term employee benefits such as: Wages and Salaries, Annual Leave loading, and applicable on-costs, if expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related services;
- other long-term benefits such as Long Service Leave and Annual Leave; and
- termination benefits.

On-costs include Annual Leave, Long Service Leave, Superannuation and other costs that are incurred when employees take annual and long service leave.

Refer to Appendix B: Note 23 Employee Benefits, for Accrued Wages and Salaries, and Annual and Long Service Leave.

NOTE 9 - SUPERANNUATION EXPENSES

Employees of the Directorate have different superannuation arrangements due to the type of superannuation scheme available at the time of commencing employment, including both defined benefit and defined contribution superannuation scheme arrangements.

For employees who are members of the defined benefit Commonwealth Superannuation Scheme (CSS) and Public Sector Superannuation Scheme (PSS), the Directorate makes employer superannuation contribution payments to the Territory Banking Account at a rate determined by CMTEDD. The Directorate also makes productivity superannuation contribution payments on behalf of these employees to the Commonwealth Superannuation Corporation, which is responsible for administration of the schemes.

Appendix B – Significant Accounting Policies

NOTE 9 - SUPERANNUATION EXPENSES - CONTINUED

For Directorate employees who are members of defined contribution superannuation schemes (the Public Sector Superannuation Scheme Accumulation Plan (PSSAP) and schemes of employee choice) the Directorate makes employer superannuation contribution payments directly to the employees' relevant superannuation fund.

All defined benefit employer superannuation contributions are recognised as expenses on the same basis as the employer superannuation contributions made to defined contribution schemes. The accruing superannuation liability obligations are expensed as they are incurred and extinguished as they are paid.

Superannuation liability recognition

For employees who are members of the defined benefit CSS or PSS the employer superannuation liabilities for superannuation benefits payable upon retirement are recognised in the financial statements of the Superannuation Provision Account.

NOTE 11 - DEPRECIATION AND AMORTISATION

Amortisation is used in relation to intangible assets and depreciation is applied to physical assets such as buildings, infrastructure assets, and plant and equipment.

Land, road earthworks (which are a component of roads assets included within the Infrastructure Asset class) and some community and heritage assets have an unlimited useful life and are therefore not depreciated.

Leasehold improvements and plant and equipment under a finance lease are depreciated over the estimated useful life of each asset, or the unexpired period of the relevant lease, whichever is shorter.

The useful lives of all major assets held by the Directorate are reassessed on an annual basis.

All depreciation is calculated after first deducting any residual values which remain for each asset.

The useful lives applied for the depreciation and amortisation of non-current assets are:

Class of Asset	Depreciation/Amortisation	Useful Life (Years)
Land and Buildings ^a	Straight Line	6-50
Leasehold Improvements	Straight Line	2-23
Plant and Equipment	Straight Line	3-123
Infrastructure	Straight Line	10-136
Internally Generated Intangibles	Straight Line	3-5
Community and Assets	Straight Line	3-100

a) Land Restoration Assets (waste landfill) are part of the Land and Buildings Asset class.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - ASSETS

ASSETS - CURRENT AND NON-CURRENT

Assets are classified as current where they are expected to be realised within 12 months after the reporting date. Assets which do not fall within the current classification are classified as non-current.

Significant Accounting Judgements and Estimates - Fair Value of Assets

The Directorate has made a significant estimate regarding the fair value of its assets. Land and Buildings have been recorded at the market value of similar properties as determined by an independent valuer. In some circumstances, buildings that are purpose built may in fact realise more or less in the market. Infrastructure Assets, and Community and Heritage assets have been recorded at fair value based on current replacement cost as determined by an independent valuer and others have been valued at depreciated replacement cost determined by Directorate officers. The valuation uses significant judgements and estimates to determine fair value, including the appropriate indexation figure and quantum of assets held. The fair value of assets is subject to management assessment between formal valuations.

NOTE 16 - RECEIVABLES

Accounts Receivable (including trade and other receivables) are initially recognised at fair value and are subsequently measured at amortised cost, with any adjustments to the carrying amount being recorded in the Operating Statement.

Accrued Revenue is revenue that is owed to the Directorate but has not been invoiced at the reporting date.

Impairment Loss - Receivables

The Allowance for Impairment Losses represents the amount of Trade Receivables and Other Receivables the Directorate estimates will not be paid. The Allowance for Impairment Losses is based on objective evidence and a review of overdue balances. The Directorate considers the following is objective evidence of impairment:

- (a) becoming aware of financial difficulties of debtors;
- (b) default payments; or
- (c) debts more than 90 days overdue unless assessed as recoverable.

The amount of the allowance is recognised in the Operating Statement for Controlled Receivables and the Statement of Income and Expenses on behalf of the Territory for Territorial receivables. The Allowance for Impairment Losses are written-off against the allowance account when the Directorate ceases action to collect the debt as it considers that it will cost more to recover the debt than the debt is worth.

Appendix B - Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - ASSETS - CONTINUED

NOTE 16 - RECEIVABLES - CONTINUED

Significant Accounting Judgements and Estimates - Allowance for Impairment Losses

Objective analysis of all debts has been undertaken and as a result, all debts, except Government debtors, greater than ninety days outstanding have been included in the allowance for impaired receivables. Amounts not collected within one year are written off unless assessed as recoverable.

NOTE 18 - PROPERTY, PLANT AND EQUIPMENT

Acquisition and Recognition of Property, Plant and Equipment

Property, Plant and Equipment are initially recorded at cost.

Where Property, Plant and Equipment assets are acquired at no cost or minimal cost, cost is its fair value as at the date of acquisition. However, Property, Plant and Equipment assets acquired at no cost or minimal cost as part of a restructuring of administrative arrangements is measured at the transferor's book value.

Property, Plant and Equipment with a value of \$5,000 or greater, including groupings of like assets, are capitalised.

Measurement of Property, Plant and Equipment After Initial Recognition

Property, Plant and Equipment are valued using the cost or revaluation model of valuation. Land, Buildings, Plant and Equipment, Infrastructure assets, Leasehold Improvements, and Community and Heritage assets are measured at fair value.

Land, Buildings, Plant and Equipment, Infrastructure assets, Leasehold Improvements, and Community and Heritage assets are revalued every three years. However, if at any time, the Directorate considers that the carrying amount of an asset materially differs from its fair value, then the asset will be re-valued regardless of when the last valuation took place. Any accumulated depreciation relating to Buildings, Plant and Equipment, Infrastructure, Leasehold Improvements, and Community and Heritage assets at the date of revaluation is written back against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Any accumulated depreciation relating to Land Restoration assets is restated proportionally with the change in the gross carrying amount so that the net carrying amount of those assets after revaluation equals its revalued amount.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - ASSETS - CONTINUED

Significant Accounting Judgements and Estimates - Property, Plant and Equipment

- 1) Assets received from other ACT Government entities: the Directorate has made significant judgement in relation to the fair value of assets received from ACT Government entities. Assets Received from ACT Government Entities totalling \$74.1m (2016-17 \$129.9m) are disclosed in Note 7 Other Gains and predominantly relate to completed infrastructure assets transferred to the Directorate for management and maintenance. However, as formal asset acceptance, which usually includes verification of physical assets to work as executed drawings, can take more than 12 months, the inclusion of these assets into a revaluation process can be delayed. Given this delay, the assets are valued and recorded in the financial statements for the intervening period based on advice from the transferring entities.
- 2) Infrastructure, Plant and Equipment, Leasehold Improvements, and Community and Heritage Assets: the Directorate has made significant judgements and estimates in calculating depreciated replacement cost of Infrastructure, Plant and Equipment, Leasehold Improvements, Community and Heritage assets. Infrastructure assets totalling and (2016-17 \$6.802.4m), Plant and Equipment assets totalling \$41.3m (2016-17 \$42.4m), Leasehold Improvements totalling \$1.6m (2016-17 \$1.2m) and Community and Heritage assets totalling \$2,599.8m (2016-17 \$2,263.6m) are predominately valued based on depreciated replacement cost by writing-down gross replacement values to take into account the age of assets.

When valuing assets using depreciated replacement cost, the Directorate estimates the cost of components based on a variety of external inputs, which include engineering advice, industry indexes and recent internal capital works projects and assumes all assets within each class are constructed in an identical manner.

The age of the assets is predominantly based on the age of the suburb in which they are located. Where available asset age data relating to recent upgrades and replacements is used.

Asset valuations are conducted using quantity data which is obtained from the Directorate Integrated Asset Management System. This data is continually updated as additional assets are added to the Directorate's balance sheet, mainly through contributed assets or completed Capital Works in Progress. There are timing differences between the financial completion or transfer of these assets and the addition of the associated quantity data into the Integrated Asset Management System through formal asset acceptance process. This data is also being continually updated and refined through ongoing inspections and audits of existing asset holdings.

3) Land and Buildings: Land and Buildings totalling \$120.2m (2016-17 \$75.4m) were valued on a fair value basis by qualified independent valuer and Directorate officers. Land was valued using market-based evidence by appraisal. Buildings were valued using the depreciated replacement cost method. Land restoration was valued by Directorate officers based on estimates of future remediation costs.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - ASSETS - CONTINUED

Significant Accounting Judgements and Estimates - Property, Plant and Equipment - Continued

- 4) **Land Under Roads:** the Directorate has made a significant judgement in determining the fair value of land under roads (Community and Heritage assets). The Valuer-General has issued a guidance note on the valuation method applicable for land under roads. This guidance states that 'Statutory Land Value' is the most feasible and efficient base for valuing land under roads.
 - In applying this Statutory Land Value Method, the fair value for land under roads is measured on an unimproved rateable land valuation basis. Under this method, a value per square metre of land is estimated by dividing the total unimproved value of rateable land in the Territory by the total area of the Territory.
- 5) Provision for Restoration of Waste Landfill Sites: the Directorate has made significant estimates in calculating provision for restoration of waste landfill sites. The provisions are calculated by determining expected future cash flows associated with the restoration works. The expected restoration and remediation date for the Mugga Lane Landfill and the decommissioned West Belconnen Landfill is the year 2020, and 2024 for Parkwood Road Recycling Estate.
- 6) Useful lives of Property Plant and Equipment: the Directorate has made a significant estimate in determining the useful lives of Property, Plant and Equipment. The estimate has been based on the historical experience of similar assets and in some cases has been based on valuations provided by the qualified independent valuer or estimates from Directorate officers. The useful lives are reviewed on an annual basis and any adjustments are made when considered necessary.
 - Disclosures concerning assets useful life (refer to Appendix B Note 11 Depreciation and Amortisation).
- 7) Impairment of Assets: the Directorate assesses, at each reporting date, whether there is any indication that an asset may be impaired. Assets are also reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. However, Intangible Assets that are not yet available for use are tested annually for impairment regardless of whether there is an indication of impairment, or more frequently if events or circumstances indicate they might be impaired.

Assets are assessed for impairment having regard to a number of factors including obsolescence, future continuing use and physical damage based on management assessment.

Any resulting impairment losses for Property, Plant and Equipment, Land, Buildings, Leasehold Improvements, Infrastructure, Community and Heritage assets are recognised as a decrease in the available Asset Revaluation Surplus relating to these classes of assets. This is because these asset classes are measured at fair value and have an Asset Revaluation Surplus attached to them. Where the impairment loss is greater than the balance in the Asset Revaluation Surplus for the relevant class of asset, the difference is expensed in the Operating Statement.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - ASSETS - CONTINUED

Significant Accounting Judgements and Estimates - Property, Plant and Equipment - Continued

(refer to Note 14 Waivers, Impairment Losses and Write-offs).

Impairment losses for Intangible Assets are recognised in the Operating Statement, as these assets are carried at cost.

Non-financial assets that have previously been impaired are reviewed for possible reversal of impairment at each reporting date.

SIGNIFICANT ACCOUNTING POLICIES - LIABILITIES

LIABILITIES - CURRENT AND NON-CURRENT

Liabilities are classified as current when they are due to be settled within 12 months after the reporting date or the Directorate does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date. Liabilities, which do not fall within the current classification, are classified as non-current.

NOTE 21 - PAYABLES

Payables are initially recognised at fair value based on the transaction cost and subsequent to initial recognition at amortised cost, with any adjustments to the carrying amount being recorded in the Operating Statement. All amounts are normally settled within 30 days of the invoice date, within 30 days of the receipt of goods and services, or within agreed payment terms.

NOTE 23 - EMPLOYEE BENEFITS

Employee Benefits are listed in Appendix B Note 8 Employee Expenses.

Wages and Salaries

Accrued wages and salaries are measured at the amount that remains unpaid to employees at the end of the reporting period.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - LIABILITIES - CONTINUED

NOTE 23 - EMPLOYEE BENEFITS - Continued

Annual and Long Service Leave

Annual and Long Service Leave, including applicable on-costs that are not expected to be wholly settled before 12 months after the end of the reporting period when the employees render the related service, are measured at the present value of estimated future payments to be made in respect of services provided by employees up to the end of the reporting period. Consideration is given to the future wage and salary levels, experience of employee departures and periods of service. At the end of each reporting period, the present value of future annual leave and long service leave payments is estimated using market yields on Commonwealth Government bonds with terms to maturity that match, as closely as possible, the estimated future cash flows.

Annual Leave liabilities have been estimated on the assumption they will be wholly settled within three years. At 30 June 2018, the rate used to estimate the present value of future annual leave payments is 99.7% (99.8% at 30 June 2017).

The Long Service Leave liability is estimated with reference to the minimum period of qualifying service. For employees with less than the required minimum period of seven years of qualifying service, the probability that employees will reach the required minimum period has been taken into account in estimating the provision for long service leave and applicable on-costs.

At 30 June 2018, the rate used to estimate the present value of future payments for Long Service Leave is 100.9% (103.4% at 30 June 2017). The use of a lower rate has resulted in a decrease of \$0.4m to the Long Service Leave liability and related expense.

The provision for annual leave and long service leave includes estimated on-costs. As these on-costs only become payable if the employee takes annual and long service leave while in service, the probability that employees will take annual and long service leave while in service has been taken into account in estimating the liability for on-costs.

Annual leave and long service leave liabilities are classified as current liabilities in the Balance Sheet where there are no unconditional rights to defer the settlement of the liability for at least 12 months.

Conditional long service leave liabilities are classified as non-current because the Directorate has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

Significant judgements have been applied in estimating the liability for employee benefits. The estimated liability for annual and long service leave requires a consideration of the future wage and salary levels, experience of employee departures, probability that leave will be taken in service and periods of service. The estimate also includes an assessment of the probability that employees will meet the minimum service period required to qualify for long service leave and that on-costs will become payable.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES – LIABILITIES – CONTINUED

NOTE 23 - EMPLOYEE BENEFITS - Continued

The significant judgements and assumptions included in the estimation of annual and long service leave liabilities include an assessment by an actuary. The Australian Government Actuary performed this assessment in May 2014. The assessment by an actuary is performed every five years. However, it may be performed more frequently if there is a significant contextual change in the parameters underlying the 2014 report. The next actuarial review is expected to be undertaken by May 2019.

SIGNIFICANT ACCOUNTING POLICIES - EQUITY

NOTE 26 - EQUITY

Equity Contributed by the ACT Government

Contributions made by the ACT Government, through its role as owner of the Directorate, are treated as contributions of equity. This usually takes the form of capital injections for capital works.

Increases or decreases in net assets and net liabilities as a result of Administrative Arrangements are also recognised in Equity.

SIGNIFICANT ACCOUNTING POLICIES - OTHER NOTES

NOTE 29 COMMITMENTS

Public Private Partnership

Public Private Partnerships (PPPs) are long term contracts entered into between a government agency (the grantor) and a private sector consortium (the operator) to design, finance, construct and operate/maintain assets over a concession term.

The operator, receives service payments from the grantor, over the life of the contract which is intended to cover the costs incurred by the consortium in constructing, delivering and maintaining and operating the Infrastructure Assets over the term of the contract.

For a Public Private Partnership where:

- a) the Territory is compensating the operator for construction of the Infrastructure Assets through service payments over the period of the arrangement; and
- b) the arrangements are for a finite period, with the Territory retaining a significant residual interest in the assets at the end of the operating phase;

Then such a Public Private Partnership is accounted for under UK FRS 5 Reporting the Substance of Transactions: Application Note F Private Finance Initiative and Similar Contracts, in accordance with ACT Accounting Policy - Public Private Partnerships Financed by the Operator the Assets being Territory Assets at the end of the Arrangement.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - OTHER NOTES - CONTINUED

NOTE 29 COMMITMENTS - Continued

FRS 5 applies a risks and rewards approach to the recognition of assets in a Public Private Partnership arrangement. Application of the requirements of FRS 5 results in such arrangements being accounted for by the Territory as leases in accordance with AASB 117 Leases.

At the date of commitment to the principal provisions of the arrangement, the estimated service payments are allocated between the component related to the design and construction or upgrading of the asset and components related to the ongoing operation and maintenance of the asset.

The components relating to the design and construction or upgrading of the asset are accounted for as a finance lease in accordance with the lease policy. The remaining components are accounted for as commitments for operating costs which are expensed in the Operating Statement as they are incurred.

Canberra Light Rail Project

On 25 May 2016, the Territory (the grantor) entered into a 20-year public private partnership arrangement with private sector consortium, Canberra Metro (the operator) for the design, construction, operation, maintenance and financing of a 12 kilometre light rail route Gungahlin to City. The Territory retains the significant residual interest in the assets at the end of the 20-year term.

Under the arrangement, the Territory will be making monthly service payments to Canberra Metro. The portion of the total payments to Canberra Metro that relates to the Territory's right to use the service concession assets (the Light Rail Asset) are accounted for as finance lease assets and liabilities from the date of commencement of the lease term which is deemed to be the date the light rail assets are commissioned and ready for use. In addition, from the date of commissioning until the end of this Public Private Partnerships arrangement, the Territory will pay Canberra Metro for the ongoing operation and maintenance of the light rail system. Such payments will be recorded as operating expenses.

The Light Rail project is a service payment based Public Private Partnership which uses a 'securitised licence structure' for payment of the project. Under this arrangement, the Territory does not pay for construction activities over the delivery phase, but it does pay for the GST on these activities as they are considered to be for services provided. As a consequence of using this structure, no cash passes between the Territory and Canberra Metro in this phase (other than in relation to GST amounts - which the Territory claims back from the Australian Taxation Office).

The commitments for the Public Private Partnerships project are disclosed in Note 29 Commitments.

The Project Agreement can be terminated under a number of scenarios. Where it is terminated before expiry of the 20-year operating phase, Canberra Metro may be entitled to a termination payment (depending on the reason for termination). The three types of termination scenarios set out in the Project Agreement are summarised below:

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES – OTHER NOTES – CONTINUED

Public Private Partnership - Continued

- Termination for convenience the Territory may terminate the Project Agreement at any time by giving no less than 60 business days' notice in writing to Canberra Metro. If the Project Agreement is terminated for convenience, the Territory will pay Canberra Metro a termination for convenience payment. This amount is generally calculated as Canberra Metro's outstanding Project debt, plus the fair market value of Canberra Metro's equity, plus any other reasonable costs incurred by Canberra Metro as a result of the termination.
- Force Majeure Termination Event where the Project Agreement is terminated for force majeure (e.g. earthquake, bushfire, landslide), or the Capital Metro Project is wholly or substantially damaged or destroyed upon the occurrence of an uninsurable risk, the Territory will pay Canberra Metro the general termination event payment. This amount is generally calculated as Canberra Metro's outstanding project debt plus any other reasonable costs incurred by Canberra Metro as a result of the termination, less any insurance proceeds.
- Termination for Canberra Metro default where the Project Agreement is terminated for Canberra Metro's default, the Territory will pay Canberra Metro the fair market value of the Project determined by an independent expert or as a result of a re-tender of the contract to the market.

A default by Canberra Metro under the Project Agreement will entitle the Territory to various remedies. Where a default has occurred, the Territory will in most circumstances be required to give Canberra Metro an opportunity to remedy the default. If the default is not remedied by Canberra Metro within the required period, then it will escalate to a Major Default. The Project Agreement also states that a number of events are automatically classified as a Major Default (e.g. when there are persistent breaches or frequent service failures).

In respect of major defaults, Canberra Metro will be given the opportunity to develop a plan to remedy the default (if the default is capable of remedying) or a prevention plan to prevent the default from recurring (in circumstances where the default is not capable of remedy). Where Canberra Metro fails to remedy the Major Default within the required period or fails to comply with an agreed remedy or prevention plan (as applicable), this will generally give rise to the Territory's right to terminate the Project Agreement.

Certain events of default are so severe that they are not subject to a remedy regime. They give rise to a Territory termination right immediately upon their occurrence (e.g. insolvency of Canberra Metro). These events are called Default Termination Events.

The Directorate has made significant judgments and estimates for the Public Private Partnership. The Territory has entered into a Public Private Partnership Agreement with the Canberra Metro Consortium. The accounting for this PPP has been done in accordance with the ACT Accounting Policy - Public Private Partnerships Financed by the Operator the Assets being Territory Assets at the end of the Arrangement. In applying this policy, the Directorate has adopted the requirements of United Kingdom Accounting Standard FRS 5 and formed a view under FRS 5(a) that Australian Accounting Standard AASB 117 Leases is to be used to account for the arrangement.

Appendix B – Significant Accounting Policies

SIGNIFICANT ACCOUNTING POLICIES - OTHER NOTES - CONTINUED

Public Private Partnership - Continued

Fair Value of PPP Commitments: Finance Lease Commitments disclosed in Note 29 Commitments are based on estimated future payments for the design and construction of the Capital Metro light rail system. Under AASB 117, management has assessed the cumulative value of these future payments to represent the fair value of the leased asset and equivalent liability that will be recorded in the Directorate's financial statement as at the commencement of the lease in late 2018.

Commitments for Expenditure

Commitments for future expenditure include operating (relating to operating, maintenance and financing expenses) and capital (relating to design and construction of the asset) commitments arising from contracts. These commitments are disclosed in Note 29 Commitments. The total Public Private Partnership Commitments disclosed in Note 29 Commitments \$1.6 billion (excluding GST in 2017-18) and \$1.6 billion (excluding GST in 2016-17).

TERRITORIAL NOTES REFERENCED TO CONTROLLED NOTES

NOTE 38 - RECEIVABLES – TERRITORIAL: refer to Appendix B: Note 16 - Receivables.

NOTE 39 - PAYABLES - TERRITORIAL: refer to Appendix B: Note 21 - Payables.

Appendix C – Impact of Accounting Standards Issued But Yet to be Applied

The Impact of Accounting Standards Issued But Yet to be Applied relates to both the Controlled and Territorial Financial Statements.

The new and revised Accounting Standards and Interpretations that have been issued by the Australian Accounting Standards Board (AASB) are applicable to future reporting periods. The Directorate does not intend to adopt these Standards and Interpretations early.

The following disclosures represent those new Standards which may have a significant impact on the Directorate.

AASB 16 Leases (application date 1 January 2019)

AASB 16 is the new Standard for leases. It introduces a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset value is low. This will result in the Directorate recognising a number of its operating leases as assets alongside the associated liability, rather than accounting for these as operating lease expenditure. The right-of-use asset will initially be recognised at cost and will give rise to a depreciation expense. The lease liability will initially be recognised as the present value of the lease payments during the term of the lease. Lease payments made will reduce this liability over time and also result in an interest expense.

Impact assessment from AASB 16

On transition to AASB 16, operating leases in relation to vehicles and properties will be recognised on the balance sheet as right of use assets and lease liabilities, and in future years will include the recognition of additional amortisation and interest expense, and a reduction in rental expense.

As at 30 June 2018 the Directorate has Non-Cancellable Operating Lease Commitments of \$11.1m (refer to Note 29 Commitments). In order to quantify the full impact of this new Standard a detailed assessment will be undertaken during 2018-19.

AASB 1059 Service Concession Arrangements: Grantors (application date 1 January 2019)

This Standard addresses the accounting for a service concession arrangement by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. The Standard is based on International Public Sector Accounting Standard IPSAS 32 Service Concession Arrangements: Grantor, and is informed by AASB Interpretation 12 Service Concession Arrangements which sets out the accounting for the operator in a public-to-private service concession arrangement. This Standard applies to annual reporting periods beginning on or after 1 January 2019.

Appendix C – Impact of Accounting Standards Issued But Yet to be Applied – Continued

Impact assessment from AASB 1059 Service Concession Arrangements: Grantors

On transition to AASB 1059 light rail assets that are part of the PPP, and are currently recognised on the balance sheet, will be required to be reclassified to 'service concession assets', and where required re-measured to fair value with any difference going to an asset revaluation reserve. Management expects that there is unlikely to be a material difference between the value of the assets currently recognised and the fair value, given the short time that the assets have been in existence i.e. costs used as a proxy should not have changed significantly since construction.

As at 30 June 2018 the Directorate has not recognised light rail assets, as these assets are still under construction (as a component of Capital Works in Progress) and will be transferred to and recognised by the Directorate during 2018-19. The Directorate will be undertaking a detailed impact analysis, including validating that the carrying value of the light rail assets approximates the fair value. A detailed analysis of other supply contracts with private operators is required to confirm whether a service concession exists.

FINANCIAL STATEMENTS OF **ACTION**

FOR THE YEAR ENDED 30 June 2018

ACTION Financial Statements For the Year Ended 30 June 2018

Statement of Responsibility

In my opinion, the financial statements are in agreement with ACTION's accounts and records and fairly reflect the financial operations of ACTION for the year ended 30 June 2018 and the financial position of ACTION on that date.

Emma Thomas

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Director-General

Transport Canberra and City Services Directorate

September 2018

ACTION **Financial Statements** For the Year Ended 30 June 2018

Statement by the Chief Financial Officer

In my opinion, the financial statements have been prepared in accordance with the Australian Accounting Standards, and are in agreement with ACTION's accounts and records and fairly reflect the financial operations of ACTION for the year ended 30 June 2018 and the financial position of ACTION on that date.

Craig Jordan

Chief Financial Officer

Transport Canberra and City Services Directorate

Every & forden

O6 September 2018





INDEPENDENT AUDIT REPORT

ACTION

To the Members of the ACT Legislative Assembly

Audit opinion

I am providing an unqualified audit opinion on the financial statements of ACTION for the year ended 30 June 2018. The financial statements comprise the operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes.

In my opinion, the financial statements:

- (i) are presented in accordance with the Financial Management Act 1996, Australian Accounting Standards and other mandatory financial reporting requirements in Australia; and
- (ii) present fairly the financial position of ACTION and results of its operations and cash flows.

Basis for the audit opinion

The audit was conducted in accordance with the Australian Auditing Standards. I have complied with the requirements of the Accounting Professional and Ethical Standards 110 Code of Ethics for Professional Accountants.

I believe that sufficient evidence was obtained during the audit to provide a basis for the audit opinion.

Responsibility for preparing and fairly presenting the financial statements

The Director-General of the Transport Canberra and City Services Directorate is responsible for:

- preparing and fairly presenting the financial statements in accordance with the Financial Management Act 1996 and relevant Australian Accounting Standards;
- determining the internal controls necessary for the preparation and fair presentation of financial statements so that they are free from material misstatements, whether due to error or fraud; and
- assessing the ability of ACTION to continue as a going concern and disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting in preparing the financial statements.

Responsibility for the audit of the financial statements

Under the Financial Management Act 1996, the Auditor-General is responsible for issuing an audit report that includes an independent audit opinion on the financial statements of ACTION.

As required by Australian Auditing Standards, the auditors:

- applied professional judgement and maintained scepticism;
- identified and assessed the risks of material misstatements due to error or fraud and implemented procedures to address these risks so that sufficient evidence was obtained to form an audit opinion. The risk of not detecting material misstatements due to fraud is higher than the risk due to error, as fraud may involve collusion, forgery, intentional omissions or misrepresentations or the override of internal controls;

- obtained an understanding of internal controls to design audit procedures for forming an audit opinion;
- evaluated accounting policies and estimates used to prepare the financial statements and disclosures made in the financial statements;
- evaluated the overall presentation and content of the financial statements, including whether they present the underlying transactions and events in a manner that achieves fair presentation;
- reported the scope and timing of the audit and any significant deficiencies in internal controls identified during the audit to the Director-General of the Transport Canberra and City Services Directorate; and
- assessed the going concern* basis of accounting used in the preparation of the financial statements.

(*Where the auditor concludes that a material uncertainty exists which cast significant doubt on the appropriateness of using the going concern basis of accounting, the auditor is required to draw attention in the audit report to the relevant disclosures in the financial statements or, if such disclosures are inadequate, the audit opinion is to be modified. The auditor's conclusions on the going concern basis of accounting are based on the audit evidence obtained up to the date of this audit report. However, future events or conditions may cause the entity to cease to continue as a going concern.)

Limitations on the scope of the audit

An audit provides a high level of assurance about whether the financial statements are free from material misstatements, whether due to fraud or error. However, an audit cannot provide a guarantee that no material misstatements exist due to the use of selective testing, limitations of internal control, persuasive rather than conclusive nature of audit evidence and use of professional judgement in gathering and evaluating evidence.

An audit does not provide assurance on the:

- reasonableness of budget information included in the financial statements;
- prudence of decisions made by ACTION;
- adequacy of controls implemented by ACTION; or
- integrity of the audited financial statements presented electronically or information hyperlinked to or from the financial statements. Assurance can only be provided for the printed copy of the audited financial statements.

Ajay Sharma **Acting Auditor-General** 7 September 2018

ACTION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 June 2018

ACTION Operating Statement For the Year Ended 30 June 2018

Inaama	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Income				
Revenue	0	400 400	400.005	400.000
User Charges	3 4	138,432	139,965	133,262
Resources Received Free of Charge Other Revenue	4	4,016 2,120	- 1,840	4,817 2,003
	_	•	•	
Total Revenue		144,568	141,805	140,082
Gains				
Other Gains	5	12,144	-	-
Total Gains	_	12,144	-	_
Total Income	=	156,712	141,805	140,082
_				
Expenses				
Employee Expenses	6	94,279	88,763	87,618
Superannuation Expenses	7	10,208	10,288	10,047
Supplies and Services	8	42,180	43,042	39,501
Depreciation and Amortisation	9	11,427	11,942	11,808
Borrowing Costs		257	257	300
Other Expenses	10	2,128	545	6,091
Total Expenses	_	160,479	154,837	155,365
Income Tax Equivalents Expense	25	-	-	-
Operating (Deficit)	_	(3,767)	(13,032)	(15,283)
cparamis (= amany	_	(2,227)	(,,	(==,===)
Other Comprehensive Income Items that will not be reclassified subsequently to profit or loss				
Increase in the Asset Revaluation Surplus	21	1,384	-	11,427
Total Other Comprehensive Income	_	1,384	-	11,427
•	=	•		<u> </u>
Total Comprehensive (Deficit)	_	(2,383)	(13,032)	(3,856)
	=	·		

The above Operating Statement should be read in conjunction with the accompanying Notes.

ACTION only has one output class and as such the above Operating Statement is also ACTION's Operating Statement for the Bus Operations Output Class.

ACTION Balance Sheet At 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Current Assets				
Cash and Cash Equivalents	12	11,492	5,801	9,788
Receivables	13	1,803	3,069	2,427
Inventories	14	3,322	3,336	3,378
Other Assets		316	211	338
Total Current Assets		16,933	12,417	15,931
Non-Current Assets				
Property, Plant and Equipment	15	167,582	171,792	159,596
Capital Works in Progress	16	9,106	_	2,503
Intangible Assets		136	127	272
Total Non-Current Assets		176,824	171,919	162,371
Total Assets	_	193,757	184,336	178,302
Current Liabilities				
Payables	17	2,077	2,383	2,286
Interest-Bearing Liabilities	18	341	341	341
Employee Benefits	19	24,878	22,342	22,893
Other Liabilities	20	5,331	4,621	4,582
Total Current Liabilities		32,627	29,687	30,102
Non-Current Liabilities				
Interest-Bearing Liabilities	18	1,364	1,363	1,704
Employee Benefits	19	1,014	1,436	1,030
Total Non-Current Liabilities		2,378	2,799	2,734
Total Liabilities		35,005	32,486	32,836
Net Assets	<u> </u>	158,752	151,850	145,466
Equity				
Accumulated Funds	21	112,967	118,876	101,065
Asset Revaluation Surplus	21	45,785	32,974	44,401
Total Equity		158,752	151,850	145,466

The above Balance Sheet should be read in conjunction with the accompanying Notes.

ACTION only has one output class and as such the above Balance Sheet is also ACTION's Balance Sheet for the Bus Operations Output Class.

ACTION Statement of Changes in Equity For the Year Ended 30 June 2018

	Note No.	Accumulated Funds Actual 2018 \$'000	Asset Revaluation Surplus Actual 2018 \$'000	Total Equity Actual 2018 \$'000	Original Budget 2018 \$'000
Balance at 1 July 2017		101,065	44,401	145,466	143,012
Comprehensive Income					
Operating (Deficit)		(3,767)	-	(3,767)	(13,032)
Increase in the Asset Revaluation Surplus	21	-	1,384	1,384	-
Total Comprehensive (Deficit)/Income		(3,767)	1,384	(2,383)	(13,032)
Transactions Involving Owners Affecting Accumulated Funds					
Capital Payments from the Transport Canberra and City Services Directorate		15,669	-	15,669	21,870
Total Transactions Involving Owners Affecting Accumulated Funds		15,669	-	15,669	21,870
Balance at 30 June 2018		112,967	45,785	158,752	151,850

The above Statement of Changes in Equity should be read in conjunction with the accompanying Notes.

ACTION Statement of Changes in Equity For the Year Ended 30 June 2018

	Note No.	Accumulated Funds Actual 2017 \$'000	Asset Revaluation Surplus Actual 2017 \$'000	Total Equity Actual 2017 \$'000
Balance at 1 July 2016		104,044	32,974	137,018
Comprehensive Income				
Operating (Deficit)		(15,283)	-	(15,283)
Increase in the Asset Revaluation Surplus	21	-	11,427	11,427
Total Comprehensive (Deficit)/Income		(15,283)	11,427	(3,856)
Transactions Involving Owners Affecting Accumulated Funds				
Capital Payments from the Transport Canberra and City Services Directorate		12,304	-	12,304
Total Transactions Involving Owners Affecting Accumulated Funds		12,304	-	12,304
Balance at 30 June 2017		101,065	44,401	145,466

The above Statement of Changes in Equity should be read in conjunction with the accompanying Notes.

ACTION Cash Flow Statement For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Cash Flows from Operating Activities				
Receipts				
User Charges Fuel Tax Credits		140,034 1,834	140,078 1,464	134,663 1,632
Goods and Services Tax Input Tax Credits from the Australian Taxation Office		6,065	3,347	6,258
Goods and Services Tax Collected from Customers Other		2,646 -	3,004 376	2,747 -
Total Receipts from Operating Activities	_	150,579	148,269	145,300
Payments				
Employees		88,641	89,168	81,207
Superannuation		10,167	10,291	10,056
Supplies and Services		42,080	42,623	39,027
Goods and Services Tax Paid to Suppliers		6,187	3,349	5,873
Goods and Services Tax Remitted to the Australian Taxation Office		2,604	3,004	2,868
Borrowing Costs		257	257	300
Other		365	247	372
Total Payments from Operating Activities		150,301	148,939	139,703
Net Cash Inflows/(Outflows) from Operating Activities	26 _	278	(670)	5,597
Cash Flows from Investing Activities				
Receipts				
Proceeds from Sale of Property, Plant and Equipment		44	-	11
Total Receipts from Investing Activities		44	-	11
Payments				
Payments for Property, Plant and Equipment		13,946	21,870	11,697
Total Payment from Investing Activities		13,946	21,870	11,697
Net Cash (Outflows) from Investing Activities		(13,902)	(21,870)	(11,686)

ACTION Cash Flow Statement- Continued For the Year Ended 30 June 2018

	Note No.	Actual 2018 \$'000	Original Budget 2018 \$'000	Actual 2017 \$'000
Cash Flows from Financing Activities				
Receipts				
Capital Payments from the Transport Canberra and City Services Directorate		15,669	21,870	12,304
Total Receipts from Financing Activities		15,669	21,870	12,304
Payments				
Repayment of Borrowings		341	341	341
Total Payment from Financing Activities		341	341	341
Net Cash Inflows from Financing Activities	<u> </u>	15,328	21,529	11,963
Net Increase/(Decrease) in Cash and Cash Equivalents		1,704	(1,011)	5,874
Cash and Cash Equivalents at the Beginning of the Reporting Period		9,788	6,812	3,914
Cash and Cash Equivalents at the End of the Reporting Period	26	11,492	5,801	9,788

The above Cash Flow Statement should be read in conjunction with the accompanying Notes.

ACTION

Note Index

For the Year Ended 30 June 2018

Note Note	1 2	Objectives of ACTION Significant Accounting Policies Appendix A – Basis of Preparation of the Financial Statements Appendix B – Significant Accounting Policies
Note Note Note	Inco 3 4 5	me Notes User Charges Resources Received Free of Charge Other Gains
Note Note Note Note Note	Expe 6 7 8 9 10 11	Employee Expenses Superannuation Expenses Supplies and Services Depreciation and Amortisation Other Expenses Waivers, Impairment Losses and Write-Offs
Note Note Note Note	12 13 14 15 16	Cash and Cash Equivalents Receivables Inventories Property, Plant and Equipment Capital Works in Progress
Note Note Note Note	Liab 17 18 19 20	ility Notes Payables Interest-Bearing Liabilities Employee Benefits Other Liabilities
Note	Equi 21	ty Notes Equity
Note Note Note Note Note Note	Othe 22 23 24 25 26 27 28	Financial Instruments Commitments Contingent Liabilities Income Tax Equivalents Cash Flow Reconciliation Related Party Disclosures Budgetary Reporting

ACTION Notes to and Forming Part of the Financial Statements For the Year Ended 30 June 2018

NOTE 1 OBJECTIVES OF ACTION

Legal Form and Principal Place of Business

ACTION is a public trading enterprise within the Transport Canberra Division of the Transport Canberra and City Services Directorate (TCCS). ACTION is a separate reporting entity with its own financial information, strategic and accountability indicators.

ACTION's principal place of business is at ACTION House, 200 Scollay Street, Greenway, in the Australian Capital Territory (ACT).

Operations and Principal Activities

Public bus services in the ACT are provided by ACTION and include the following services:

- a public bus and school services network providing a range of express and route services to and from most suburbs;
- a special needs transport service providing door to door service for disadvantaged children in the ACT community;
- community and flexible transport services for residents unable to access ACTION route services;
- a charter bus service provided at commercial rates; and
- management of the ACT rural bus contract.

NOTE 2 SIGNIFICANT ACCOUNTING POLICIES

Refer to the following Appendices for the Notes comprising significant accounting policies and other explanatory information.

Appendix A - Basis of Preparation of the Financial Statements

Appendix B - Significant Accounting Policies

ACTION Notes to and Forming Part of the Financial Statements For the Year Ended 30 June 2018

NOTE 3 **USER CHARGES**

User Charges - ACT Government revenue is derived from the provision of bus services to the community as a whole. ACTION received service payments from the ACT Government through TCCS and concessional travel payments through the Chief Minister, Treasury and Economic Development Directorate (CMTEDD).

	2018 \$'000	2017 \$'000
User Charges - ACT Government		
Service Payments from the Transport Canberra and City Services Directorate ^a	103,706	99,134
Concessional Travel Payments	9,372	8,748
Other	212	608
Total User Charges - ACT Government	113,290	108,490
User Charges - Non-ACT Government		
Fares	23,691	23,188
Advertising	1,064	1,020
Charter	387	564
Total User Charges - Non-ACT Government	25,142	24,772
Total User Charges	138,432	133,262

The increase in Service Payments includes additional Government appropriation of \$3.6 million received for bus network improvements including the introduction of the Green Rapid between Woden and the City and the Black Rapid between Belconnen and Gungahlin Town Centres.

NOTE 4 RESOURCES RECEIVED FREE OF CHARGE

Total Resources Received Free of Charge	4,016	4,817
Legal Services	108	9
Access to Territory Radio Network	388	380
Workers' Compensation Insurance Premium Supplementation ^a	3,520	4,428

The decrease in supplementation is the result of the reduction in the underlying Workers Compensation Premium arising from ACTION's improved claims history.

NOTE 5 OTHER GAINS

Other Gains refers to income which is not part of ACTION's core activities, and includes gains on the transfer or sale of assets. Other gains are distinct from other revenue as other revenue arises from the core activities of ACTION.

	2018 \$'000	2017 \$'000
Gain on Transfer of Assets ^a	12,100	-
Net Gain on Sale of Assets	44	-
Total Other Gains	12,144	-

a) Relates to Woden Business Park land, buildings and other minor assets transferred from CMTEDD effective 1 July 2017.

NOTE 6 EMPLOYEE EXPENSES

Wages and Salaries ^a	72,650	67,526
Workers' Compensation Insurance Premium	8,644	9,136
Payroll Tax	5,912	5,615
Annual Leave Expense	5,289	4,958
Long Service Leave Expense ^b	1,275	(119)
Termination Expense	97	-
Other Employee Benefits and On-Costs	412	502
Total Employee Expenses	94,279	87,618

- a) The increase in Wages and Salaries expenses reflects an increase of 31 full-time equivalent (FTE) employees predominantly associated with the introduction of the new bus network in October 2017, first time recognition of accrued rostered days off liability of \$0.9 million for drivers and transport officers and \$1.3 million recognised for the in-principle agreement to the wage increases in the new ACTION Enterprise Bargaining Agreement (EBA).
- b) The increase in Long Service Leave expense reflects fluctuations in the present value factor used in the estimation of Long Service Leave liabilities. In 2017-18 this movement resulted in a decrease in Long Service Leave expense by \$0.4 million (from 103.4% to 100.9%) compared to a decrease of \$1.6 million in 2016-17 (from 114.7% to 103.4%).

NOTE 7 SUPERANNUATION EXPENSES

Superannuation Contributions to the Territory Banking Account	4,627	4,912
Superannuation to External Providers	4,868	4,366
Productivity Benefit	713	769
Total Superannuation Expenses	10,208	10,047

NOTE 8 SUPPLIES AND SERVICES

	2018 \$'000	2017 \$'000
Fuel ^a	12,914	11,580
Bus Maintenance and Other Running Expenses ^b	10,166	8,960
Insurance	5,941	6,007
Special Needs Transport and Rural Schools Service Payments	3,442	3,492
Building and Facilities Operating Costs	2,418	2,074
Contractors and Consultants	1,443	2,006
Information Technology and Telecommunications	1,366	1,592
Finance, Procurement and Human Resources Service Charges	1,363	1,150
Support Vehicles and Fuel Charges	911	933
Audit Fees ^c	132	126
Other	2,084	1,581
Total Supplies and Services ^d	42,180	39,501

- a) The increase in fuel expense represents the higher average fuel price paid in 2017-18 compared to 2016-17 and additional fuel consumed in the delivery of increased service levels in 2017-18 including the introduction of new rapid services, airport service and services to new suburbs.
- b) The increase in bus expenses is due to the addition of 13 buses used to deliver the increase in network services introduced in October 2017 of \$0.5 million, the bus flooring maintenance program of \$0.4 million and vehicle lease expenses related to the electric bus trial of \$0.3 million.
- c) Audit Fees are paid to the ACT Audit Office for the audit of financial statements. No other services were provided by the ACT Audit Office.
- d) The prior year comparatives have been restated to exclude \$0.2 million of expenses relating to grants to the Community Bus Program which are now reported under Note 10 Other Expenses.

DEPRECIATION AND AMORTISATION NOTE 9

Total Depreciation and Amortisation	11,421	11,000
Total Depreciation and Amortisation	11.427	11.808
Other	138	155
Buildings	1,143	1,182
Plant and Equipment	2,811	3,110
Buses	7,335	7,361

NOTE 10 OTHER EXPENSES

	2018 \$'000	2017 \$'000
Waivers, Impairment Losses and Write-Offs (refer to Note 11) ^a	1,548	105
Loss on Revaluation of Buses ^b	-	5,268
Loss on the Disposal of Assets	-	133
Grants to Community Organisations	214	213
Other ACT Government Charges and Taxes	282	259
Capital Works Expensed	84	113
Total Other Expenses	2,128	6,091

- a) Impairment Losses relates predominantly to the impairment of the building component of the Woden Business Park transferred from CMTEDD on 1 July 2017 which is scheduled to be demolished in early 2018-19 in preparation for the construction of the new Woden Depot.
- b) Loss on Revaluation of Buses in 2016-17 was due to the reduced fleet value following revaluation undertaken as part of a three year cycle performed at 31 May 2017.

NOTE 11 WAIVERS, IMPAIRMENT LOSSES AND WRITE-OFFS

Under Section 131 of the *Financial Management Act 1996* (FMA) the Treasurer may, in writing, waive the right to payment of an amount payable to the Territory. ACTION did not request the Treasurer's approval to waive any debts in 2017-18 (Nil in 2016-17).

Waivers, impairment losses and write-offs are included in other expenses.

	2018			2017
	No.	\$'000	No.	\$'000
Impairment Losses				
Trade Receivables	31	21	15	18
Inventory	-	33	-	53
Property, Plant and Equipment	20	1,479	41	7
Total Net Impairment Losses	51	1,533	56	78
Write-Offs				
Asset Write-Offs	3	14	5	13
Irrecoverable Debts	2	1	7	10
Inventory Write Downs and Stock Losses	-	-	-	4
Total Write-Offs	5	15	12	27
Total Net Impairment Losses and Write-Offs	56	1,548	68	105

NOTE 12 CASH AND CASH EQUIVALENTS

Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and are subject to an insignificant risk of change in value.

ACTION holds two bank accounts with the Westpac Banking Corporation as part of the whole of government banking arrangements. As part of these arrangements, ACTION does not receive interest on these accounts.

	2018 \$'000	2017 \$'000
Cash at Bank	11,398	9,708
Cash on Hand	94	80
Total Cash and Cash Equivalents	11,492	9,788

a) The increase of Cash at Bank is predominantly the result of 2016-17 receivables of \$0.7 million settled early in 2017-18 and cash received from prepaid balances on MyWay cards \$0.7 million.

NOTE 13 RECEIVABLES

Trade Receivables arise from the sale of MyWay credit by registered agents, concession payments by CMTEDD, recovery of charges from other directorates, recovery of accident damages and the provision of charter services.

	2018 \$'000	2017 \$'000
Current Receivables	V 555	4 000
Trade Receivables	236	222
Less: Allowance for Impairment Losses	(85)	(65)
Other Current Receivables	11	38
	162	195
Accrued Revenue ^a	1,411	2,083
Net Goods and Services Tax Receivable	230	149
	1,641	2,232
Total Current Receivables	1,803	2,427

a) The decrease in Accrued Revenue represents one month of concession travel payments not received at 30 June 2018 compared to two months not received at the prior year end.

Ageing of Receivables

rigoning or recourtables					
	Not Overdue		Overdue		Total
	_	Less than	30 to	Greater than	
		30 Days	60 Days	60 Days	
	\$'000	\$'000	\$'000	\$'000	\$'000
2018					
Not Impaired					
Receivables	1,644	5	3	151	1,803
Impaired ^a					
Receivables	-	-	-	85	85
2017					
Not Impaired					
Receivables	2,247	56	45	79	2,427
Impaired ^a					
Receivables	-	-	-	65	65

b) Receivables in excess of 60 days predominantly relate to amounts owing for accident damage. These debts are being followed up in accordance with ACTION's debt collection procedures. ACTION expects a number of these debts may not be collected and has impaired these in accordance with the accounting policy for the impairment of receivables (refer Appendix B - Note 13 Receivables).

NOTE 13 **RECEIVABLES**

	2018 \$'000	2017 \$'000
Classification of ACT Government/Non-ACT Government		
Receivables from ACT Government Entities		
Accrued Revenue	769	1,563
Net Trade Receivables	56	32
Total Receivables from ACT Government Entities	825	1,595
Receivables from Non-ACT Government Entities		
Accrued Revenue	642	520
Net Goods and Services Tax Receivable	230	149
Net Trade Receivables	95	125
Other Receivables	11	38
Total Receivables from Non-ACT Government Entities	978	832
Total Receivables	1,803	2,427
NOTE 14 INVENTORIES		
Diesel	218	263

3,384

(280)

3,322

3,362

(247) 3,378

Bus Spare Parts

Total Inventories

Less: Allowance for Obsolete Inventories

NOTE 15 PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment includes the following classes of assets:

- Land includes leasehold land at Tuggeranong, Woden and Belconnen bus depots.
- **Buildings** include bus depots and land improvements. Land improvements include parking lots and retaining walls.
- Buses represents ACTION fleet vehicles used in the service of the ACTION network.
- **Plant and Equipment** includes furniture and fittings, workshop plant and equipment, office equipment and MyWay smartcard ticketing equipment.
- Other Assets include a heritage bus owned by ACTION and fit-out in a leased building.

	2018 \$'000	2017 \$'000
Land and Buildings		
Land at Fair Value ^a	36,135	25,500
Total Land	36,135	25,500
Buildings at Fair Value	19,424	18,650
Less: Accumulated Depreciation	(1,232)	(89)
Total Buildings	18,192	18,561
Total Land and Buildings	54,327	44,061
Buses		
Buses at Fair Value	108,410	102,046
Less: Accumulated Depreciation	(7,952)	(617)
Total Buses	100,458	101,429
Plant and Equipment		
Plant and Equipment at Fair Value	12,767	20,298
Less: Accumulated Depreciation	(3)	(6,227)
Total Plant and Equipment	12,764	14,071
Other Assets		
Heritage Asset at Fair Value	20	20
Leasehold Improvements at Cost	17	17
Less: Accumulated Depreciation	(4)	(2)
Total Other Assets	33	35
Total Property, Plant and Equipment	167,582	159,596

NOTE 15 PROPERTY, PLANT AND EQUIPMENT

a) The increase in the value of land is due to the transfer in of Woden Business Park from CMTEDD on 1 July 2017.

Valuation of Property, Plant and Equipment

An independent qualified valuer performed a valuation of land and buildings at 31 May 2017. Land and buildings will be valued again in 2019-20.

An independent qualified valuer performed a valuation of buses at 31 May 2017. Buses will be valued again in 2019-20.

An independent qualified valuer performed a valuation of plant and equipment and the heritage asset at 30 June 2018. Plant and equipment and the heritage asset will be valued again in 2020-21.

NOTE 15 PROPERTY, PLANT AND EQUIPMENT

Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment during 2017-18.

	Land \$'000	Buildings \$'000	Buses \$'000	Plant and Equipment \$'000	Other Assets \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period	25,500	18,561	101,429	14,071	35	159,596
Additions Revaluation Increment recognised in Other Comprehensive Income	1 1	- 174	6,382	239 1,465		7,395 1,465
Impairment Losses Recognised in Other Comprehensive Income	1	ı	ı	(81)	ı	(81)
Depreciation	•	(1,143)	(7,335)	(2,811)	(2)	(11,291)
Disposals	•	•	4)	(119)	1	(123)
Impairment Losses Recognised in the Operating (Deficit)	' 	(1,436)	(14)	(29)	1	(1,479)
Transfer from CMTEDD	10,635	1,436	-	29	-	12,100
Carrying Amount at the End of the Reporting Period	36,135	18,192	100,458	12,764	33	167,582

PROPERTY, PLANT AND EQUIPMENT NOTE 15

Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment during 2016-17.

	Land \$'000	Buildings \$'000	Buses \$'000	Plant and Equipment \$'000	Other Assets \$'000	Total \$'000
Carrying Amount at the Beginning of the Reporting Period Additions	13,250	20,241	101,276 12,796	16,676 518	190	151,633 13,639
Revaluation Increment/(Decrement) Recognised in Other Comprehensive Income	12,250	(823)	•	ı	ı	11,427
Revaluation (Decrement) Recognised in Operating Statement (Deficit)	ı	•	(5,268)	ı	ı	(5,268)
Depreciation	ı	(1,182)	(7,361)	(3,110)	(19)	(11,672)
Disposals	ı	ı	(2)	(13)	(136)	(156)
Impairment Losses Recognised in the Operating (Deficit)	1	1	(7)	•	1	6
Carrying Amount at the End of the Reporting Period	25,500	18,561	101,429	14,071	35	159,596

NOTE 15 PROPERTY, PLANT AND EQUIPMENT

Fair Value Hierarchy

The Fair Value Hierarchy below reflects the significance of the inputs used in determining fair value. The Fair Value Hierarchy is made up of the following three levels:

- Level 1 quoted prices (unadjusted) in active markets for identical assets or liabilities that ACTION can access at the measurement date;
- Level 2 inputs other than quoted prices included within Level 1 that are observable for asset or liability, either directly or indirectly; and
- Level 3 inputs that are unobservable for particular assets or liabilities.

Details of ACTION's Property, Plant and Equipment at fair value and information about the Fair Value Hierarchy at 30 June 2018 are as follows:

	Classification Ad	ccording to Fa	air Value Hiera	archy 2018
	Level 1	Level 2	Level 3	Total
	\$'000	\$'000	\$'000	\$'000
Property, Plant and Equipment at Fair Value				
Land	-	25,500	10,635	36,135
Buildings	-	-	18,192	18,192
Buses	-	1,183	99,275	100,458
Plant and Equipment	-	179	12,585	12,764
Other Assets	-	20	-	20
	-	26,882	140,687	167,569

Details of ACTION's Property, Plant and Equipment at fair value and information about the Fair Value Hierarchy at 30 June 2017 are as follows:

	Classification A	ccording to F	air Value Hie	rarchy 2017
	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	Total \$'000
Property, Plant and Equipment at Fair Value				
Land	-	25,500	-	25,500
Buildings	-	-	18,561	18,561
Buses	-	1,517	99,912	101,429
Plant and Equipment	-	189	13,882	14,071
Other Assets	-	-	20	20
	-	27,206	132,375	159,581

ACTION

Notes to and Forming Part of the Financial Statements For the Year Ended 30 June 2018

PROPERTY, PLANT AND EQUIPMENT **NOTE 15**

Transfers between Categories

In 2017-18 ACTION transferred the heritage asset from level 3 to level 2 as a result of the valuation process.

Valuation Techniques, Inputs and Processes

Level 3 Valuation Techniques and Significant Unobservable Inputs

Buildings

Valuation Technique: buildings were considered specialised and measured using the cost approach.

Significant Unobservable Inputs: in determining the value of buildings regard was given to the age and condition of the assets, their estimated replacement cost and current use. This required the use of data internal to ACTION.

Combined Level 2 and Level 3 Techniques and Inputs

Land

Valuation Technique: the valuation technique used to value land is the market approach that reflects transaction prices for similar properties (comparable in location and size).

Inputs: prices and other relevant information generated by market transactions involving comparable land were considered. Regard was taken of the Crown Lease terms and tenure, the Tuggeranong Town Centre Master Plan and the Belconnen Town Centre Master Plan, where applicable, as well as current zoning. The market approach was used in determining the value of the Woden Depot site however unobservable inputs are evident in the most recent valuation.

Valuation Technique: valuation for buses uses both the market and cost techniques, depending on the age and type of bus.

Observable and Unobservable Inputs: depending on the existence or absence of secondary market activity for compressed natural gas (CNG) buses or diesel buses less than or greater than nine years old, either cost or market factors, such as market transactions of comparable vehicles and replacement cost, are considered in valuing the fleet.

Plant and Equipment

Valuation Technique: valuation for plant and equipment is predominantly measured using the market valuation approach where a secondary sales market is shown to exist. Specialised plant and equipment such as fuel installations, CCTV and spray booths are measured at fair value using the depreciated replacement cost.

Observable and Unobservable Inputs: in determining the value of plant and equipment regard was given to the existence of a secondary sales market involving assets comparable in age and condition. Where there is an absence of a secondary sales market, consideration is given to the age and condition of the assets, their estimated replacement cost and current use. This required the use of data internal to ACTION.

There has been no change to the above valuation techniques during the reporting period.

NOTE 15 PROPERTY, PLANT AND EQUIPMENT

Fair Value Measurements using Significant Unobservable Inputs (Level 3)

2018	Land \$'000	Buildings \$'000	Buses \$'000	Plant and Equipment \$'000	Other Assets \$'000
Fair Value at the Beginning of the Reporting Period	•	18,561	99,912	13,882	20
	ı	774	6,382	239	ı
Revaluation Increment Recognised in Other Comprehensive Income	ı	ı	•	1,409	•
Impairment Losses Recognised in Other Comprehensive Income	1	1 (1 ((81)	1
Depreciation	1	(1,143)	(7,015)	(2,745)	1
Impairment Losses Recognised in the Operating (Deficit)	ı	(1,436)	ı	(29)	ı
Disposals	ı	1	1	(119)	1
Transfer to Level 2	1	1	(4)	•	(20)
Transfers from Other Directorate	10,635	1,436	1	29	1
Fair Value at the End of the Reporting Period	10,635	18,192	99,275	12,585	
2017					
Fair Value at the Beginning of the Reporting Period	1	20,241	99,374	16,462	20
Additions	1	325	12,796	490	1
Revaluation Decrement Recognised in Operating (Deficit)	ı	ı	(5,402)	•	ı
Revaluation (Decrement) Recognised in Other Comprehensive Income	•	(823)	1	•	ı
Depreciation	ı	(1,182)	(6,856)	(3,057)	1
Disposals	ı	•	1	(13)	1
Fair Value at the End of the Reporting Period		18,561	99,912	13,882	20

NOTE 16 CAPITAL WORKS IN PROGRESS

	2018 \$'000	2017 \$'000
Buses ^a	8,077	2,503
Depot Upgrades	916	-
Other	113	-
Total Capital Works in Progress	9,106	2,503

a) Progress payments are made at stages in the bus purchasing program. The increase in capital works in progress reflects progress payments on 30 buses where further work is required to be undertaken before they can be placed into service compared to the 2017 position of 11 partially paid buses.

NOTE 16 CAPITAL WORKS IN PROGRESS

Reconciliation of Capital Works in Progress

The following table shows the movement of Capital Works in Progress during 2017-18.

			Plant and	
	Buildings	Buses	Equipment	Total
	\$,000	\$,000	\$,000	\$,000
Carrying Amount at the Beginning of the Reporting Period	,	2.503	,	2 503
Additions	1,737	12,193	374	14,304
Completed and Transferred to Property, Plant and Equipment	(774)	(6,382)	(189)	(7,345)
Completed and Transferred to Expenses	(47)	(237)	(72)	(326)
Carrying Amount at the End of the Reporting Period	916	8,077	113	9,106
The following table shows the movement of Capital Works in Progress during 2016-17.	during 2016-17.			
Carrying Amount at the Beginning of the Reporting Period		4,001	ı	4,001
Additions	347	11,309	1,529	13,185
Completed and Transferred to Property, Plant and Equipment	(325)	(12,796)	(493)	(13,614)
Completed and Transferred to Expenses	(22)	(11)	(1,036)	(1,069)
Carrying Amount at the End of the Reporting Period	•	2,503		2,503

NOTE 17 PAYABLES

	2018 \$'000	2017 \$'000
Current Payables		
Trade Payables	1	95
Other Payables	52	17
Accrued Expenses	2,024	2,174
Total Current Payables	2,077	2,286
Payables are aged as follows:		
Not Overdue	2,077	2,286
Total Payables	2,077	2,286
Classification of ACT Government/Non-ACT Government Payables		
Payables with ACT Government Entities		
Other Payables	34	-
Accrued Expenses	205	445
Total Payables with ACT Government Entities	239	445
Payables with Non-ACT Government Entities		
Trade Payables	1	95
Other Payables	18	17
Accrued Expenses	1,819	1,729
Total Payables with Non-ACT Government Entities	1,838	1,841
Total Payables	2,077	2,286

NOTE 18 INTEREST-BEARING LIABILITIES

ACTION has Commonwealth Government borrowings that were obtained at the time of self-government and are being repaid through principal and interest payments to the Territory Banking Account, which then pays the Commonwealth Government. The fixed interest rate for these borrowings is 12.57% and the principal will be fully repaid during 2022-23.

	2018 \$'000	2017 \$'000
Current Interest-Bearing Liabilities		
Unsecured		
Commonwealth Borrowings (Land and Buildings Original Loan)	341	341
Total Current Borrowings	341	341
Total Current Interest-Bearing Liabilities	341	341
Non-Current Interest-Bearing Liabilities		
Unsecured		
Commonwealth Borrowings (Land and Buildings Original Loan)	1,364	1,704
Total Non-Current Borrowings	1,364	1,704
Total Non-Current Interest-Bearing Liabilities	1,364	1,704
Total Interest-Bearing Liabilities	1,705	2,045

NOTE 19 EMPLOYEE BENEFITS

	2018 \$'000	2017 \$'000
Current Employee Benefits		
Long Service Leave	13,648	13,716
Annual Leave	7,642	7,663
Accrued Employee Benefits ^a	3,588	1,010
Accrued Payroll Tax	-	504
Total Current Employee Benefits	24,878	22,893
Non-Current Employee Benefits		
Long Service Leave	1,014	1,030
Total Non-Current Employee Benefits	1,014	1,030
Total Employee Benefits	25,892	23,923
Estimate of when Leave is Payable		
Estimated Amount Payable within 12 Months		
Long Service Leave	1,475	1,480
Annual Leave	4,618	4,295
Accrued Employee Benefits	3,588	1,010
Accrued Payroll Tax	-	504
Total Employee Benefits Payable within 12 Months	9,681	7,289
Estimated Amount Payable after 12 Months		
Long Service Leave	13,187	13,266
Annual Leave	3,024	3,368
Total Employee Benefits Payable after 12 Months	16,211	16,634
Total Employee Benefits	25,892	23,923

At 30 June 2018, ACTION employed 863 FTE staff, compared to 832 FTE in 2017. The prior year FTE has been amended from 868 to 832, reflecting improved reporting of casual employee data through the transition of payroll systems. The increase in current year FTE is attributed to increased operational staff required to meet increased network service provision.

a) The increase in Accrued Employee Benefits reflects a liability recognised for the in-principle agreement to wage increases in the new ACTION EBA of \$1.5 million and first time recognition of accrued rostered days off of \$0.9 million for drivers and transport officers.

NOTE 20 OTHER LIABILITIES

	2018 \$'000	2017 \$'000
Current Other Liabilities		
Revenue Received in Advance ^a	5,331	4,582
Total Current Other Liabilities	5,331	4,582

a) Revenue Received in Advance represents credit balances on MyWay cards for prepaid travel which are yet to be used and recognised as revenue. The increase in this liability represents the trend in preference of customers opting to use MyWay cards over cash fares.

NOTE 21 EQUITY

Total Equity at the End of the Reporting Period

Accumulated Funds	112,967	101,065
Asset Revaluation Surplus	45,785	44,401
Total Equity	158,752	145,466

Movements In Asset Revaluation Reserve during the Reporting Period

Asset Revaluation Surplus

The Asset Revaluation Surplus is used to record the increments and decrements in the value of Property, Plant and Equipment.

Balance at the Beginning of the Reporting Period	44,401	32,974
Increment in Land due to Revaluation	-	12,250
(Decrement) in Building due to Revaluation	-	(823)
Impairment Adjustment in Building	(37)	-
Increment in Plant and Equipment due to Revaluation	1,465	-
Impairment Adjustment in Plant and Equipment	(44)	-
Total Increase in the Asset Revaluation Surplus	1,384	11,427
Balance at the End of the Reporting Period	45,785	44,401

NOTE 22 FINANCIAL INSTRUMENTS

Details of the significant policies and methods adopted, including the criteria for recognition, the basis for measurement and the basis on which income and expenses are recognised, with respect to each class of financial asset and financial liability are disclosed in Note 2 (see Appendix B) Significant Accounting Policies.

Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss.

At 30 June 2018 ACTION holds cash and cash equivalents with Westpac Banking Corporation and as such, ACTION considers the credit risk associated with these financial assets to be low.

ACTION's credit risk is limited to the amount of the receivables it holds net of any allowance for impairment. ACTION manages its credit risk for receivables by regularly monitoring its receivables, through active follow up of outstanding receivables and by issuing monthly statements to overdue accounts where required.

There has been no changes in credit risk exposure since the last reporting period.

Liquidity Risk

Liquidity risk is the risk that ACTION will encounter difficulties in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

ACTION's main financial obligations relate to the purchases of supplies and services, employee and superannuation expenses, and borrowing costs, including interest and principal repayments.

The main source of cash to pay these obligations is from service payments from the ACT Government, which are paid through TCCS on a fortnightly basis, and fares. ACTION manages its liquidity risk through forecasting service payment requirements to enable the payment of anticipated obligations. Therefore liquidity risk is assessed to be low and management of this risk has not changed since the last reporting period.

NOTE 22 FINANCIAL INSTRUMENTS

Carrying Amounts and Fair Value of Financial Assets and Liabilities

	Note No.	Carrying Amount 2018 \$'000	Fair Value Amount 2018 \$'000	Carrying Amount 2017 \$'000	Fair Value Amount 2017 \$'000
Financial Assets					
Cash and Cash Equivalents	12	11,492	11,492	9,788	9,788
Receivables	13	162	162	195	195
Total Financial Assets		11,654	11,654	9,983	9,983
Financial Liabilities					
Payables	17	53	53	112	112
Commonwealth Borrowings ^a	18	1,705	2,207	2,045	2,740
Revenue Received in Advanceb	20	5,331	1,052	4,582	1,639
Total Financial Liabilities		7,089	3,312	6,739	4,491

- a) The carrying amount for Commonwealth Borrowings reflects the outstanding principal that ACTION is liable to pay. Fair Value is measured at the net present value of future cash flows for principal and interest which has been discounted at the prevailing Government bond rate.
- b) The carrying amount for Revenue Received in Advance represents the credit balances on MyWay cards for prepaid travel which is yet to be used. Fair Value represents the amount ACTION would be obligated to refund card holders once the \$25 administration fee to process refunds has been applied.

Carrying Amount of Each Category of Financial Asset and Financial Liability

	2018 \$'000	2017 \$'000
Financial Assets	·	•
Loans and Receivables Measured at Amortised Cost	162	195
Financial Liabilities		
Financial Liabilities Measured at Amortised Cost	7,089	6,739

FINANCIAL INSTRUMENTS NOTE 22

The following table sets out ACTION's maturity analysis for financial assets and liabilities as well as the exposure to interest rates at 30 June 2018. Except for

No Financial Instruments Financial Assets		Weighted Average	Fixed In	Fixed Interest Maturing In:			
Financial Instruments Financial Assets	Note No.	Interest Rate	1 Year or Less \$'000	Over 1 Year to 5 Years \$\\$'000	Over 5 Years \$'000	Non-Interest Bearing \$'000	Total \$'000
Financial Assets							
Cash and Cash Equivalents 12	2		ı	ı	1	11,492	11,492
Receivables 13	3		ı		1	162	162
Total Financial Assets			•		•	11,654	11,654
Financial Liabilities							
Payables 17	7		ı	•	1	53	53
Commonwealth Borrowings 18	_∞	12.57%	555	1,793	1	•	2,348
Revenue Received in Advance 20	0		I	1	1	5,331	5,331
Total Financial Liabilities			555	1,793	•	5,384	7,732
Net Financial (Liabilities)/ Assets			(555)	(1,793)	•	6,270	3,922

NOTE 22 FINANCIAL INSTRUMENTS

The following table sets out ACTION's maturity analysis for financial assets and liabilities as well as the exposure to interest rates at 30 June 2017. Except for Commonwealth Borrowings which has a fixed interest rate, financial assets and liabilities are non-interest bearing and will mature in one year or less. All amounts appearing in the following maturity analysis are shown on an undiscounted cash flow basis.

		Weighted Average	Fixed Ir	Fixed Interest Maturing In:			
	Note No.	Interest Rate	1 Year or Less	Over 1 Year to 5 Years	Over 5 Years	Non-Interest Bearing	Total
Financial Instruments			000.\$	000.\$	000.	\$,000 \$	000.\$
Financial Assets							
Cash and Cash Equivalents	12		ı	1	ı	9,788	9,788
Receivables	13		ı	1	ı	195	195
Total Financial Assets						9,983	9,983
Financial Liabilities							
Payables	17		1	•	Ī	112	112
Commonwealth Borrowings	18	12.57%	298	1,963	384	•	2,945
Revenue Received in Advance	20		,		ı	4,582	4,582
Total Financial Liabilities			298	1,963	384	4,694	7,639
Net Financial (Liabilities)/ Assets			(298)	(1,963)	(384)	5,289	2,344

NOTE 23 COMMITMENTS

2018	2017
\$'000	\$'000

Capital Commitments - Property, Plant and Equipment

Capital Commitments contracted at reporting date that have not been recognised as liabilities are as follows:

Payable:

Within one year	14,713	2,946
Total Capital Commitments - Property, Plant and Equipment	14,713	2,946

Capital Commitments predominantly relate to the amount owing for 34 buses as part of the bus replacement project. ACTION expects the delivery of these buses in 2018-19.

Other Commitments

Other Commitments contracted at reporting date that have not been recognised as liabilities are as follows:

Payable:

Total Other Commitments	3,431	3,055
Later than one year but not later than five years	-	93
Within one year	3,431	2,962

Other Commitments relate to contracts for the provision of special needs transport services, rural bus services, the electric bus trial and other minor commitments. The prior year commitments have been reduced by \$13.5 million to exclude Shared Services charges and other services provided by other ACT Government agencies which do not represent a commitment to ACTION.

Operating Lease Commitments

Non-Cancellable Operating Lease Commitments

Non-cancellable operating commitments are payable as follows:

Within one year	721	902
Later than one year but not later than five years	258	577
Later than five years	5	5
Total Operating Lease Commitments	984	1,484

Operating Lease Commitments relates to ICT equipment, support vehicles and passenger vehicles used for special needs and community transport. The decrease in operating lease commitments from 2016-17 reflects a reduction in the unexpired contract period of existing leases with several vehicles coming to the end of their lease terms within the next five years.

NOTE 24 CONTINGENT LIABILITIES

Contingent Liabilities

ACTION is subject to various claims at the reporting date related to accidents which are insured through the ACT Insurance Authority with the contingent liability limited to the \$10,000 insurance excess payable on each claim.

	2018 \$'000	2017 \$'000
Legal Claims	360	280
Total Contingent Liabilities	360	280

NOTE 25 **INCOME TAX EQUIVALENTS**

Components of Income Tax Equivalents Expense/(Income) Irrent Tax Equivalents (Income) Iferred Tax Equivalents Expense/ (Income) Relating to the Origination and Reversal of Temporary Differences x Effect of Tax Losses not Recognised	(5,768) 1,007 4,761	(4,252) (333)
ferred Tax Equivalents Expense/ (Income) Relating to the Origination and Reversal of Temporary Differences x Effect of Tax Losses not Recognised	1,007	
and Reversal of Temporary Differences x Effect of Tax Losses not Recognised		(333)
x Effect of Tax Losses not Recognised	4,761	
		4,585
	-	
Income Tax Equivalents Expense/(Income)		
e prima facie income tax expense/(income) on pre-tax accounting profit fron the income tax expense/(income) in the financial statements as follows:	n operations	s reconciles
ss from Operations	(3,767)	(15,283)
come Tax Equivalents (Income) Calculated at 30%	(1,130)	(4,585)
	(1,130)	(4,585)
n-Assessable Permanent Differences	(3,631)	-
x Effect of Tax Losses not Recognised	4,761	4,585
	-	-
Income Tax Recognised Directly in Equity Inferred Tax Asset from Revaluation of Assets	415	3,448
x Effect of Tax Losses not Recognised	(415)	(3,448)
	-	
Recognised Deferred Tax Balances		
e following deferred tax balances have been recognised in the accounts:		
ferred Tax Liabilities on Temporary Differences	(12,444)	(10,707)
ferred Tax Asset Relating to Inventories	84	74
ferred Tax Asset Relating to Trade and Other Receivables ferred Tax Asset Relating to Intangibles	26 81	19 189
refred Tax Asset Relating to intangibles ferred Tax Asset Relating to Accrued Expenditure	331	43
referred Tax Asset Relating to Employee Entitlements	6,692	6,724
referred Tax Asset Relating to Tax Losses Carried Forward	5,230	3,658
	-	
Unrecognised Deferred Tax Balances		
e following deferred tax assets have not been brought to account as assets	:	
x Losses - Revenue	36,060	31,864
	36,060	31,864

ACTION is exempt from paying federal income tax. However, ACTION is required to calculate tax equivalents that would have been payable under the 'National Tax Equivalent Regime'.

The net deferred tax effects relating to tax losses and temporary differences have not been recognised as it is not probable that the tax benefits from these assets will be recouped in the future.

NOTE 26 CASH FLOW RECONCILIATION

	2018 \$'000	2017 \$'000
(a) Reconciliation of Cash and Cash Equivalents at the End of the Re Flow Statement to the Equivalent Items in the Balance Sheet	porting Period i	n the Cash
Cash and Cash Equivalents Recorded in the Balance Sheet	11,492	9,788
Cash and Cash Equivalents at the End of the Reporting Period as Recorded in the Cash Flow Statement	11,492	9,788
(b) Reconciliation of Operating (Deficit) to Net Cash Inflows/(Outflow Activities	rs) from Operati	ng
Operating (Deficit)	(3,767)	(15,283)
Add/(Less) Non-Cash Items		
Depreciation and Amortisation	11,427	11,808
Impairment Losses	1,533	. 88
Net Revaluation Adjustments	-	5,268
Net Assets transferred (from)/to Other ACT Government Entities	(12,100)	136
Add/(Less) Items Classified as Investing or Financing		
Payable Relating to Capital Assets	25	-
Net (Gain)/Loss on Disposal of Assets	(44)	14
Assets Write-off	14	-
Cash Before Changes in Operating Assets and Liabilities	(2,912)	2,031
Changes in Operating Assets and Liabilities		
Decrease in Receivables	603	2,581
Decrease/(Increase) in Inventories	56	(212)
Decrease in Other Assets	22	`186
(Decrease)/Increase in Payables	(209)	457
Increase/(Decrease) in Employee Benefits	1,969	(93)
Increase in Other Liabilities	749	647
Net Changes in Operating Assets and Liabilities	3,190	3,566
Net Cash Inflows from Operating Activities	278	5,597

RELATED PARTY DISCLOSURES NOTE 27

A related party is a person that controls or has significant influence over the reporting entity, or is a member of the Key Management Personnel (KMP) of the reporting entity or its parent entity, and includes their close family members and entities in which the KMP or/and their close family members individually or jointly have controlling interests.

KMP are those persons having authority and responsibility for planning, directing and controlling the activities of ACTION, directly or indirectly.

KMP of ACTION are the Portfolio Minister, Director-General of TCCS and certain members of the Senior Management Team.

The Head of Service and the ACT Executive comprising the Cabinet Ministers are KMP of the ACT Government and therefore related parties of ACTION.

This Note does not include typical citizen transactions between the KMP and ACTION that occur on terms and conditions no different to those applying to the general public.

Controlling Entity

ACTION is an ACT Government controlled entity.

Key Management Personnel

(i) Compensation of Key Management Personnel

Compensation of all Cabinet Ministers, including the Portfolio Minister, is disclosed in the Note on related party disclosures included in the ACT Executive's financial statements for the year ended 30 June 2018.

Compensation of the Head of Service is included in the Note on related party disclosures included CMTEDD's financial statements for the year ended 30 June 2018.

The KMP of ACTION are employees of TCCS and are paid compensation by TCCS. Further details of compensation for these KMP are contained in the TCCS Financial Statements for the year ended 30 June 2018. There were no other transactions between ACTION and KMP.

Transactions with other ACT Government Controlled Entities

All transactions with ACT Government controlled entities are disclosed in the relevant Notes to the financial statements of ACTION.

NOTE 28 BUDGETARY REPORTING

Original Budget refers to the amounts presented to the Legislative Assembly in respect to the reporting period in the 2017-18 Budget Statements. These amounts have not been adjusted to reflect supplementary appropriation or appropriation instruments. The following are brief explanations of major line item variances between budget estimates and actual outcomes. Variances are considered to be major variances if both of the following criteria are met:

- (a) The line item is a significant line item: where either the line item actual amount accounts for more than 10% of the relevant associated category (Income, Expenses and Equity totals) or more than 10% of the sub-element (e.g. Current Liabilities and Receipts from Operating Activities totals) of the financial statements; and
- (b) The variances (original budget to actual) are greater than plus (+) or minus (-) 10% of the budget for the financial statement line item.

	Actual 2017-18	Budget 2017-18 Vari	Variance	iance Variance	
Balance Sheet Line Items	\$,000	\$,000	\$,000	%	Variance Explanation
Cash and Cash Equivalents	11,492	5,801	5,691	86	98 The higher than budget result is due to the 2017-18 opening balance being \$3.0 million above budget, settlement of two months of concessional travel payments of \$1.3 million which the budget assumed would be paid in 2018-19 and greater than budgeted cash held on MyWay cards of \$0.7 million.
Current Receivables	1,803	3,069	(1,266)	(41)	(41) The lower than budget result reflects settlement of two months of concessional travel payments of \$1.3 million which the budget assumed would be paid in 2018-19.
Current Employee Benefits	24,878	22,342	2,536	1	11 The higher than budget result reflects assumed back pay of \$1.5m for the in-principle agreement to wage and salary increases applicable for October 2017 to June 2018 in the new EBA. The budget assumed this would be paid within the financial year.
Other Liabilities	5,331	4,621	710	15	15 The higher than budget result is due to a greater number of MyWay card holders with prepaid balances than anticipated in the original budget.
Non-Current Employee Benefits	1,014	1,436	(422)	(29)	(29) The lower than budget result is due to an incorrect allocation of long service leave between current and non-current in the original budget.

BUDGETARY REPORTING NOTE 28

Cach Elow Statement I inc fome	Actual 2017-18	Actual Budget 2017-18 Va		riance Variance	Varianci Explanation
כמאון בוסא פנשופוונו בווום ונפוווא	9		900	9	Variance Explanation
Purchase of Property, Plant and Equipment	13,946	21,870	(7,924)	(36)	(36) The lower than budget purchases was due to delays in contract negotiations with the supplier. The unspent funds are expected to be settled in 2018-19.
Capital Payments from the Transport Canberra and City Services Directorate	15,669	21,870	(6,201)	(28)	(28) The lower than budget capital payments from TCCS is the result of the fewer property, plant and equipment purchases as explained above.

APPENDIX A BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

Legislative Requirement

The Financial Management Act 1996 (FMA) requires ACTION to prepare annual financial statements.

The FMA and the *Financial Management Guidelines* issued under the Act, requires ACTION's financial statements to include:

- (i) an Operating Statement for the reporting period;
- (ii) a Balance Sheet at the end of the reporting period;
- (iii) a Statement of Changes in Equity for the reporting period;
- (iv) a Cash Flow Statement for the reporting period;
- (v) the significant accounting policies adopted for the reporting period; and
- (vi) such other statements as necessary to fairly reflect the financial operations of ACTION during the reporting period and its financial position at the end of the reporting period.

These general-purpose financial statements have been prepared to comply with Australian Accounting Standards as required by the FMA. Accordingly, these financial statements have been prepared in accordance with:

- (i) Australian Accounting Standards; and
- (ii) ACT Accounting and Disclosure Policies.

Going Concern

As disclosed in the Balance Sheet, at 30 June 2018, ACTION's current liabilities (\$32.6 million) exceeded its current assets (\$16.9 million) by \$15.7 million. The current liabilities balance relates primarily to leave liabilities which are not expected to be paid within 12 months of the reporting period. This is not considered to be a liquidity risk as ACTION receives regular service payments from the ACT Government through TCCS.

The 2017-18 financial statements have been prepared on a going concern basis as ACTION has been funded in the 2018-19 Budget and the Budget Papers include forward estimates for ACTION.

Accrual Accounting

The financial statements have been prepared using the accrual basis of accounting. The financial statements have also been prepared according to the historical cost convention, except for assets such as those included in property, plant and equipment, which have been valued at fair value in accordance with ACTION's revaluation policies applicable to the Directorate during the reporting period.

Currency

These financial statements are presented in Australian dollars.

APPENDIX A BASIS OF PREPARATION OF THE FINANCIAL **STATEMENTS**

Individual Reporting Entity

ACTION is an individual reporting entity.

Budget Figures

Budget Figures

To facilitate a comparison with the Budget Papers, as required by the FMA, budget information for 2017-18 has been presented in the financial statements. Budget numbers in the financial statements are the original budget numbers that appear in the 2017-18 Budget Papers.

Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000). Use of "-" represents zero amounts or amounts rounded down to zero.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

SIGNIFICANT ACCOUNTING POLICIES - INCOME

Revenue Recognition

Revenue is recognised in the Operating Statement at the fair value of the consideration received or receivable.

NOTE 3 – USER CHARGES

ACT Government User Charges

This revenue is recognised in the Operating Statement when ACTION has obtained control of the revenue, it is probable that the economic benefits will flow to ACTION and the amount of revenue can be reliably measured.

Non-ACT Government User Charges

User Charges – Non-ACT is recorded when the amount of revenue can be measured reliably or as stipulated by contract and it is probable that the economic benefits associated with the transaction will flow to ACTION.

Cash received for prepaid balances on MyWay cards prior to travel being undertaken, is initially recognised as revenue received in advance. Revenue for these prepaid balances is recognised progressively as passengers use the prepaid balance on the bus.

NOTE 4 RESOURCES RECEIVED FREE OF CHARGE

Resources Received Free of Charge are recorded as a revenue and expense in the Operating Statement at fair value, with the expense being recorded in the line item to which it relates. Goods and services received free of charge from ACT Government agencies are recorded as 'resources received free of charge' whereas goods and services received free of charge, from entities external to the ACT Government are recorded as donations. Services that are received free of charge are only recorded in the Operating Statement if they can be reliably measured and would have been purchased if not provided to ACTION free of charge.

OTHER REVENUE

Other Revenue includes payments received from the Commonwealth Government for Fuel Tax Credits, prior year worker's compensation reimbursements and recoveries and is recognised when the amount of revenue can be reliably measured and it is probable that the economic benefits associated with the transaction will flow to ACTION.

SIGNIFICANT ACCOUNTING POLICIES APPENDIX B

SIGNIFICANT ACCOUNTING POLICIES - EXPENSES

NOTE 6 – EMPLOYEE EXPENSES

Employee expenses includes:

- Wages and Salaries, Payroll Tax, Fringe Benefits Tax and Workers Compensation Premium.
- Annual and Long Service Leave where the expense has been realised as well as movements in the leave provisions which are expensed in the period in which they occur (see Appendix B - Note 19 - Employee Benefits).
- Termination expenses.

NOTE 7 – SUPERANNUATION EXPENSES

Employees of ACTION will have different superannuation arrangements due to the type of superannuation scheme available at the time of commencing employment, including both defined benefit and defined contribution superannuation scheme arrangements. For employees who are members of the defined benefit Commonwealth Superannuation Scheme (CSS) and Public Sector Superannuation scheme (PSS) ACTION makes employer superannuation contribution payments to the Territory Banking Account at a rate determined by CMTEDD. ACTION also makes productivity superannuation contribution payments on behalf of these employees to the Commonwealth Superannuation Corporation, which is responsible for administration of the schemes.

For employees who are members of defined contribution superannuation schemes (the Public Sector Superannuation Scheme Accumulation Plan (PSSAP) and schemes of employee choice) ACTION makes employer superannuation contribution payments directly to the employees' relevant superannuation fund.

All defined benefit employer superannuation contributions are recognised as expenses on the same basis as the employer superannuation contributions made to defined contribution schemes. Accrued superannuation liability obligations are expensed as they are incurred and extinguished as they are paid.

Superannuation Liability Recognition

For ACTION employees who are members of the defined benefit schemes CSS or PSS, the superannuation benefits payable upon retirement are recognised in the financial statements of the Superannuation Provision Account.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

NOTE 9 - DEPRECIATION AND AMORTISATION

Amortisation is used in relation to intangible assets and depreciation is applied to physical assets such as buildings, leasehold improvements, buses and plant and equipment. Land and the community and heritage asset have unlimited useful lives and are therefore not depreciated.

All depreciation is calculated after first deducting any residual values which remain for each asset.

Depreciation and amortisation for non-current assets is determined as follows:

Class of Asset	Depreciation/	Useful Life (Years)
	Amortisation	
Buildings	Straight Line	50
Leasehold Improvements	Straight Line	10
Buses	Straight Line	20-30
Plant and Equipment	Straight Line	2-20
Internally Generated Intangibles	Straight Line	5

The useful lives of all major assets held by ACTION are reassessed on an annual basis.

SIGNIFICANT ACCOUNTING POLICIES - ASSETS

Assets - Current and Non-Current

Assets are classified as current where they are expected to be realised within 12 months after the reporting date. Assets which do not fall within the current classification are classified as non-current.

NOTE 13 - RECEIVABLES

Accounts receivables (including trade and other receivables) are initially recognised at fair value and are subsequently measured at amortised cost, with any adjustments to the carrying amount being recorded in the Operating Statement.

Significant Accounting Judgements and Estimates – Allowance for Impairment Losses

The allowance for impairment losses represents the amount of receivables ACTION estimates will not be repaid. The allowance for impairment losses is based on objective evidence and a review of overdue balances. ACTION considers the following is objective evidence of impairment:

- (a) becoming aware of financial difficulties of debtors;
- (b) default payments; or
- (c) debts more than 90 days overdue.

The movement in the allowance account is recognised in the Operating Statement. The allowance for impairment losses is written-off against the allowance account when ACTION ceases taking action to collect the debt.

Decisions to cease pursuing a debt are made following an assessment of the recoverability of the debt, the costs to continue to pursue the debt and the value of the debt.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

NOTE 14 - INVENTORIES

Inventories are held for distribution and valued at weighted average cost and adjusted when applicable for any loss of service potential. Weighted average cost comprises the purchase price of inventories averaged over the number of units held for each inventory item. Trade discounts, rebates and other similar items are deducted in determining the costs of purchase. Any adjustments required for a loss in service potential are determined using the weighted average cost less the value of any impairment associated with the inventory items with the difference expensed in the Operating Statement.

Significant Accounting Judgements and Estimates – Inventories

Replacement of Driver and Passenger Seats and Major Bus Components: ACTION has made a significant judgement regarding the recognition of expenditure on the replacement of major bus components, driver and passenger seats on its buses. ACTION has determined that the nature of these items is similar to other parts used in maintaining the service functionality of its buses and accounts for these items as inventory, which is expensed at the time of fitting to the buses.

NOTE 15 - PROPERTY, PLANT AND EQUIPMENT

Acquisition and Recognition of Property, Plant and Equipment

Property, plant and equipment is initially recorded at cost.

Where property, plant and equipment is acquired at no cost or minimal cost, cost is its fair value as at the date of acquisition. However, property, plant and equipment acquired at no cost or minimal cost as part of a restructuring of administrative arrangements is measured at the transferor's book value.

Where payment for the property, plant and equipment is deferred beyond normal credit terms, the difference between its cash price equivalent and the total payment is measured as interest over the period of credit. The discount rate used to calculate the cash price equivalent is an asset specific rate.

The capitalisation threshold for property, plant and equipment is \$5,000.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

NOTE 15 - PROPERTY, PLANT AND EQUIPMENT - CONTINUED

Measurement of Property, Plant and Equipment After Initial Recognition

Property, plant and equipment is measured at fair value.

Further information on valuation approach is disclosed in Note 15 Property, Plant and Equipment.

All assets are revalued every three years. However, if at any time management considers that the carrying amount of an asset materially differs from its fair value then the assets will be revalued regardless of when the last valuation took place. Any accumulated depreciation relating to buildings, buses, and plant and equipment at the date of revaluation is written back against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Estimation of Useful Lives of Property, Plant and Equipment: ACTION has made a significant estimate in determining the useful lives of its property, plant and equipment. The estimation of useful lives of property, plant and equipment has been based on the historical experience of similar assets and in some cases has been based on advice provided by the external valuers RHAS and AON Risk Services Australia Limited. The useful lives are re-assessed on an annual basis and any adjustments are made when considered necessary.

Accounting for Components of Buses: ACTION has made a significant judgement regarding the recognition and depreciation of each bus, including significant components. ACTION has assessed that the useful lives of significant components of each bus, such as the engine and transmission, are the same as the main component, the bus chassis. Therefore, ACTION accounts for each bus, including all significant components, as one asset and depreciates it over the assessed useful life.

Significant Accounting Judgements and Estimates – Impairment Losses

Impairment of Non-Current Assets: ACTION has made a significant judgement regarding its impairment of its non-current assets by undertaking a process of reviewing any likely impairment factors. ACTION has made an assessment of any indication of impairment by completing an impairment checklist. Where an impairment factor is identified the value of the impairment is recognised against the available carrying amount for the relevant asset class in the Asset Revaluation Surplus. Where the impairment loss is greater than the balance in the Asset Revaluation Surplus for the relevant class of asset, the difference is expensed in the Operating Statement. Any impairment loss on a non-revalued asset is expensed in the Operating Statement.

Non-financial assets that have previously been impaired are reviewed for possible reversal of impairment at each reporting date.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

SIGNIFICANT ACCOUNTING POLICIES - LIABILITIES

Liabilities – Current and Non-Current

Liabilities are classified as current when they are due to be settled within 12 months after the reporting date or ACTION does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date. Liabilities which do not fall within the current classification are classified as non-current.

NOTE 17 - PAYABLES

Payables are initially recognised at fair value based on the transaction cost and subsequent to initial recognition at amortised cost, with any adjustments to the carrying amount being recorded in the Operating Statement. All amounts are normally settled within 30 days after the invoice date.

Payables include trade payables, accrued expenses and other payables.

NOTE 18 – INTEREST BEARING LIABILITIES

Interest-bearing liabilities are financial liabilities. They are measured at amortised cost with any adjustments to the carrying amount being recorded in the Operating Statement. The associated interest expense is recognised in the reporting period in which it occurs.

NOTE 19 - EMPLOYEE BENEFITS

Employee benefits include:

- short-term employee benefits such as accrued wages and salaries, annual leave loading, accrued rostered days off and applicable on-costs, if expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the related services; and
- other long-term benefits such as long service leave and annual leave.

On-costs include annual leave, long service leave, superannuation and other costs that are incurred when employees take annual leave and long service leave.

Wages and Salaries

Accrued wages and salaries are measured at the amount that remains unpaid to employees at the end of the reporting period.

APPENDIX B SIGNIFICANT ACCOUNTING POLICIES

NOTE 19 - EMPLOYEE BENEFITS - CONTINUED

Annual and Long Service Leave

Annual and long service leave including applicable on-costs that are not expected to be wholly settled within 12 months after the end of the reporting period when the employees render the related service, are measured at the present value of estimated future payments to be made in respect of services provided by employees up to the end of the reporting period. Consideration is given to the future wage and salary levels, experience of employee departures and periods of service. At the end of each reporting period, the present value of the future annual leave and long service leave payments is estimated using market yields on Commonwealth Government bonds with terms to maturity that match, as closely as possible, the estimated future cash flows.

Annual leave liabilities have been estimated on the assumption that they will be wholly settled within three years. In 2017-18, the rate used to estimate the present value of future annual leave payments is 99.7% (99.8% in 2016-17).

In 2017-18, the rate used to estimate the present value of future payments for long service leave is 100.9% (103.4% in 2016-17). The use of a lower rate resulted in a decrease of \$0.4 million to the long service leave liability and related expenses.

The long service leave liability is estimated with reference to the minimum period of qualifying service. For employees with less than the required minimum period of seven years qualifying service, the probability that employees will reach the required minimum period has been taken into account in estimating the provision for long service leave and applicable on-costs.

The provision for annual leave and long service leave includes estimated on-costs. As these on-costs only become payable if the employee takes annual and long service leave while in-service, the probability that employees will take annual and long service leave while in service has been taken into account in estimating the liability for on-costs.

Annual leave and long service leave liabilities are classified as current liabilities in the Balance Sheet where there are no unconditional rights to defer the settlement of the liability for at least 12 months. Conditional long service leave liabilities are classified as non-current because the agency has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

SIGNIFICANT ACCOUNTING POLICIES APPENDIX B

NOTE 19 - EMPLOYEE BENEFITS - CONTINUED

Significant Judgements and Estimates - Employee Benefits

Significant judgements have been applied in estimating the liability for employee benefits. The estimated liability for annual and long service leave requires a consideration of the future wage and salary levels, experience of employee departures, probability that leave will be taken in service and periods of service. The estimate also includes an assessment of the probability that employees will meet the minimum service period required to qualify for long service leave and that on-costs will become payable.

The significant judgements and assumptions included in the estimation of annual and long service leave liabilities include an assessment by an actuary. The Australian Government Actuary performed this assessment in May 2014. The assessment by an actuary is performed every 5 years. However it may be performed more frequently if there is a significant contextual change in the parameters underlying the 2014 report. The next actuarial review is expected to be undertaken by May 2019.

NOTE 20 – OTHER LIABILITIES

Revenue Received in Advance

Revenue received in advance is recognised as a liability if there is a present obligation to return the funds received, otherwise all are recorded as revenue.

SIGNIFICANT ACCOUNTING POLICIES - EQUITY

NOTE 21 – EQUITY

Equity Contributed by the ACT Government

Contributions made by the ACT Government in its role as owner of ACTION, are treated as contributions of equity. These contributions are transferred to ACTION through TCCS.

SIGNIFICANT ACCOUNTING POLICIES - OTHER NOTES

NOTE 25 – INCOME TAX EQUIVALENTS

ACTION falls within the 'National Tax Equivalents Regime' and is required to calculate income tax in accordance with the Income Tax Assessment Act 1997 and Income Tax Assessment Act 1936 and to account for the resulting amounts under the requirements of Australian Accounting Standard AASB 112 Income Taxes. ACTION has significant carry-forward tax losses that are unlikely to be recovered in the future.

ACTION is exempt from paying federal income tax, so no taxation is actually payable or any refund

ACTION has assessed that it is not probable that the tax benefits from net deferred tax assets relating to tax losses and temporary differences will be recouped in the future. Accordingly, ACTION has not recognised any net deferred tax assets.

C.3 - Capital Works

TABLE 31: CAPITAL WORKS

Project	Original Practical Completion Date	Revised Practical Completion Date	Original Value (\$'000)	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
New Works – Major New We	orks						
Roads ACT							
Better services in your community – Faster bus travel	Jun-20	Jun-20	1,750	1,750	-	294	294
Bridges renewal program	Dec-19	Dec-19	2,300	2,300	-		
Building a better city – Active Travel – Belconnen bikeway	Jun-18	Jul-18	250	250	-	186	186
Building a better city – Gundaroo Drive duplication – Stage 2	Jun-20	Jun-20	30,000	30,000	-	5,465	5,465
Building a better city– Improving Tharwa Village fire fighting water supply	May-19	May-19	1,427	1,427	-	163	163
Building a better city – Federal Highway and Old Wells Station Road intersection upgrade	Jun-18	Sep-18	1,200	1,200	-	1,142	1,142
Building a better city – Monaro Highway upgrade	Aug-20	Aug-20	2,000	2,000	-	87	87
Building a better city – Pialligo Avenue duplication	Aug-20	Aug-20	4,000	4,000	-	438	438
Building a better city – Upgrading stormwater infrastructure on Flemington Road	Jun-19	Jun-19	1,000	1,000	-	47	47
ACT NoWaste							
Better services in your community – Essential waste management infrastructure	Jun-21	Jun-21	25,291	23,621	-	5,023	5,023
Better services in your community – Rehabilitating landfill sites	Jun-21	Jun-21	34,845	34,287	-	5,993	5,993
Parks and Conservation Services							
Better services in your community – More local parks	Jun-18	Jul-18	100	100	-	5	5
Building a better city – Nara Peace Park landscaping	Sep-18	Sep-18	208	208	-	-	-

Project	Original Practical Completion Date	Revised Practical Completion Date	Original Value (\$'000)	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
Sport and Recreation							-
More services for our suburbs – Sports Ground Restoration – Boomanulla Enclosed Oval	Dec-18	Dec-18	-	1,270	-	61	61
Domestic Animal Services							
Better services in your community – Expanding the Domestic Animal Shelter	Jun-19	Jun-19	550	550	-	27	27
Light Rail							
Better services in your community – Integrated bus and light rail ticketing	Jun-18	Jun-19	2,100	2,100	-	483	483
Total Major New Works (excluding the capital upgrade program)			107,021	106,063	-	19,413	19,413
Better Infrastructure Fund	2017-18						
Roads ACT							
Active Travel - Better schools for our kids – Safer walking and cycling around schools	Jun-19	Jun-19	1,050	1,050	-	96	96
Building a better city – Active Travel – Footpath and cycleway upgrades	Jun-21	Jun-21	4,220	4,220	-	1,119	1,119
Residential street improvements	Jun-18	Sep-18	600	600	-	131	131
Resurfacing program and safety upgrades	Jun-18	Jul-18	1,427	1,427	-	982	982
Stormwater upgrade program	Jun-18	Sep-18	1,700	1,700	-	648	648
Relocate Fyshwick maintenance depot and upgrade security	Jun-18	Jul-18	550	550	-	415	415
Gundaroo - Mirrabei Dr Roundabout Upgrade	Jun-19	Jun-19	2,800	2,800	-	-	-
Sport and Recreation							
Water Demand Management	Jun-18	Sep-18	540	540	-	54	54
Libraries							
Better services in your community – Revitalising Woden Library	Jun-19	Jun-19	1,573	157	-	139	139

Project	Original Practical Completion Date	Revised Practical Completion Date	Original Value (\$'000)	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
City Presentation							
Birrigai - Ageing water treatment and power supply upgrade to Birrigai	Jun-18	Aug-18	530	530	-	270	270
Town Centres - Building a better city – Revitalising local town centres	Jun-19	Jun-19	8,000	8,000	-	3,287	3,287
Domestic Animal Services							
Better services in your community – Expanding the Domestic Animal Shelter	Jun-18	Aug-18	400	400	-	133	133
ACTION							
Tuggeranong and Belconnen depot upgrades	Jun-18	Jul-18	1,750	1,750	-	1,389	1,389
			25,140	23,724	-	8,663	8,663
Total New Works			132,161	129,787	-	28,075	28,075

Project	Original Practical Completion Date	Revised Practical Completion Date	Original Value (\$'000)	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
Works in Progress 2017-18							
Roads ACT							
Better Roads for Gungahlin – Gundaroo Drive duplication – stage 1	Jun-17	Sep-18	31,185	31,185	15,107	11,389	26,496
Better Roads for Tuggeranong – Ashley Drive duplication – stage 2	Jun-18	Jul-18	24,602	23,202	10,786	12,334	23,120
Roads to Recovery Federal forward year funding	Jun-18	Jun-20	40,000	40,000	23,197	3,034	26,231
Better Roads for Gungahlin - Horse Park Drive duplication	Jun-19	Jun-19	57,000	56,910	3,445	16,131	19,576
Better Roads for Belconnen - Aikman Drive duplication	Jun-18	Nov-18	9,801	9,801	3,523	3,941	7,464
Better Roads for Canberra - Stronger bridges to transport freight	Jun-19	Dec-19	6,500	6,500	1,181	2,358	3,539
Better Roads for Weston Creek - Cotter Road duplication	Jun-19	Jul-18	28,900	25,900	11,888	13,621	25,509
Better Public Transport - Active travel for schools and shopping centres	Jun-18	Sep-18	3,000	3,000	614	2,107	2,721
Better Roads for Tuggeranong - Ashley Drive duplication	Jun-18	Jul-18	3,500	3,500	470	2,568	3,038
Better Services – Improved asset management	Dec-19	Dec-19	1,705	1,705	-	200	200
Urban Renewal Program – Phillip trade service area parking management	Jun-16	Aug-18	419	419	286	12	298
Sport and Recreation							
Narrabundah Ballpark Upgrade – Best little ballpark in Australia	Jan-19	Jan-19	4,500	4,500	0	834	834
Libraries							
Enhancement of Library Collections	Jun-18	Jul-18	2,063	2,063	24	1,938	1,962
Better Services – Improving libraries – self-service check out and improved access	Jun-18	Apr-19	2,200	2,200	68	142	210
ACT NoWaste							
Better services in your community – Green Waste Bins	Jun-21	Jun-21	9,571	9,571	-	797	797

Project	Original Practical Completion Date	Revised Practical Completion Date	Original Value (\$'000)	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
ACTION							
Replace underground storage tanks	Jun-16	Jul-18	6,536	3,336	2,898	378	3,276
Better Public Transport for Woden and Weston Creek - New Woden bus depot	Jun-19	Oct-19	775	25,775	75	751	826
Expansion of the rapid bus network	Jun-19	Jun-19	43,800	45,300	-	8,496	8,496
Better Public Transport – Trial of electric buses	Dec-16	Mar-19	600	600	-	179	179
Transport for Canberra – Business system upgrade	Jun-16	Jun-19	1,810	1,810	608	649	1,257
Transport for Canberra – Real Time Passenger Information System	Jun-13	Jun-19	12,500	12,500	10,166	24	10,190
Light Rail							
Light Rail - stage 1	Jun-19	Jun-19	54,077	49,691	23,311	11,443	34,754
Total Works in Progress			345,044	359,468	107,647	93,326	200,973

Project	Original Practical Completion Date	Revised Practical Completion Date	Value	Revised Value (\$'000)	Prior Year Expenditure (\$'000)	2017-18 Expenditure (\$'000)	Total Expenditure to Date
Physically Complete projec	ts 2017-18						
Roads ACT							
Better Roads for Gungahlin – Horse Park Drive duplication - GPO	Jun-17	Sep-16	1,000	1,000	1,001		1,001
Civic to Gungahlin Corridor Improvements	Jun-16	Jun-18	20,000	20,000	15,329	4,638	19,967
Urban Renewal Program – Erindale Group Centre – Gartside Street (south) development – stage 1	Jun-17		860	1,030	195	835	1,030
Urban Renewal Program – Phillip Oval upgrade	Jun-17	Jun-18	4,613	4,613	411	4,202	4,613
Urban Renewal Program – Weston Group Centre – Brierly Street and Trenerry Square upgrades	Jun-17	Feb-18	860	860	220	621	841
Bridge bearing replacement	Jun-18	Mar-18	500	500		500	500
Relocation of streetlight control panels	Jun-18	Jun-18	500	500		500	500
Traffic signal control box upgrades	Jun-18	Jun-18	400	400		372	372
Street lighting upgrades – in conjunction with future potential outsourcing of streetlight arrangements	Jun-18	Jun-18	2,050	2,050		2,050	2,050
Sport and Recreation							
Lyneham Sports Precinct Redevelopment – Stage 3	Jun-17	Mar-18	4,600	4,600	3,943	551	4,494
Narrabundah Ball Park – Stage 2 – Design	Jun-17	Mar-18	479	479	201	278	479
Sports Facilities (Active Canberra) - Sport Facilities Improvement Program	Jun-18	Jun-18	1,315	1,315		1,250	1,250
Yarralumla Nursery							
Upgrade power supply to ensure business continuity of essential services at the nursery	Jun-18	May-18	132	132		133	133
Transport Canberra							
Better Public Transport – Integrated bus and light rail ticketing – One Ticket, One Fare, One Network	Jun-17	Feb-18	3,000	3,000	378	2,622	3,000
ACTION – Bus Replacement Program	Jun-17	Oct-17	48,527	46,727	46,156	471	46,627

Project	Original Practical Completion Date	Revised Practical Completion Date	Value	Revised Value (\$'000)		2017-18 Expenditure (\$'000)	Total Expenditure to Date
Better Public Transport – Bus Fleet upgrades	Dec-17	Oct-17	10,000	10,000	5,917	3,417	9,334
Total Projects Physically Complete			98,836	97,206	73,751	22,440	96,191
TABLE 32: RECONCILIATIO	ON OF FUNDING	AND EXPEN	DITURE				
						\$	
Reconciliation of Total	Current Year F	inancing					
Original Capital Works Fina	ncing					23	88,235
Add: s16B Rollovers from 20)16-17					30	,980
Add: S17 Variation of Appro	priation					1,	827
Add: Budget Review						4,	000
Less: S14 Transfers of Appro	priation					(9	73)
Less: Capital Injection not d	rawn in 2017-18					(1	.16,866)
Capital Injection from Go	-						57,204
Reconciliation of Total		Actual Expend	diture - Ag	ainst Fina	ancing		
Total Current Year Capital W	•						9,601
Add: Expenditure for other (Capital Injection P	rojects					175
Add: Accruals 2016-17							3,071
Less: Accruals 2017-18							.4,641)
Less: GPO Funded Projects	vorment nor Cr	sch Flaur State					.,002)
Capital Injection from Go	vernment per Ca	ish Flow States	nent				57,204
Reconciliation of Total	Current Year A	Actual Expend	diture				
Total Current Year Capital W	orks Expenditure					14	9,601
Less: WIP Expenditure for ot	ther Capital Injecti	on Projects				(1	2,091)
Add: Accruals 2016-17						18	3,071
Less: Accruals 2017-18						(1	4,641)
Less: GPO Funded Projects							
Less. Grofunded Projects						(1	,002)

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 8479.

C.4 - Assets Managed and Office **Accommodation**

TCCS delivered a wide range of services to the ACT community on behalf of the ACT Government. Much of this relied on the planning, development and management of a significant and diverse range of assets that were insured in 2017-18 at a value of \$9.6 billion.

The largest asset category managed by TCCS were infrastructure assets, which included: roads, stormwater, bridges, community paths, traffic signals, streetlights, waste and recycling assets. Other assets in the TCCS portfolio included: public libraries, public transport, urban open space and property assets.

During the reporting period, TCCS reassessed the value of selected infrastructure, land, heritage and community, and plant and equipment in accordance with the ACT Accounting Policy, resulting in an increase in the asset value of \$18.1 million.

The TCCS asset value of \$9.6 billion also includes a \$579.5 million increase in value arising from the following acquisitions and transfers:

- > sports ground assets transferred from CMTEDD as at 1 July 2017 totalling \$433.3 million;
- > infrastructure assets transferred from the Suburban Land Agency valued at \$45.1 million;
- > assets created from completed capital works for infrastructure and plant and equipment totalling \$33.5 million;
- > infrastructure assets from CMTEDD which were valued at \$29.0 million;
- > infrastructure and plant and equipment transferred from land developers valued at \$21.6 million; and
- > new assets, including asset purchases and assets first recognised of \$16.9 million.

TABLE 33: TCCS MANAGED ASSETS

Asset type	
Roads*	3,149 kilometres (6,992 lane kilometres)
Bridges*	1,283
Footpaths*	2,555 kilometres
Streetlights (lamps)*	77,583
Stormwater*	3,803 pipe kilometres
Cycle lanes (on road)*	587 kilometres
Cycle paths (off road)*	478 kilometres
Urban open space	6,120 hectares
Lakes and ponds	371 hectares
Urban trees	767,636
Public libraries	547,389 collection items
Playgrounds	505
Barbeques	117
Toilets	69
Sportsgrounds	440 hectares (280 hectares irrigated)

^{*}IAMS database as at 30 June 2018.

TABLE 34: TCCS ASSET VALUATION

Asset	Value \$'m	Revaluation increment \$'m
Infrastructure	6,832.9	(145.5)
Heritage and community	2,599.8	165.4
Buildings	74.4	(1.4)
Land	45.8	(0.03)
Plant and equipment	41.3	0.01
Leasehold improvements	1.6	0
Intangible assets	3.8	n/a
Total	9,599.6	18.1

Strategic Asset Management Framework (SAMF)

The SAMF enabled TCCS to create and maintain an asset portfolio that efficiently meets the requirements of the Directorate and the community.

The SAMF allowed TCCS to sustainably manage assets through 'whole of life' and 'whole of organisation' approaches. Effective identification and management of risks associated with the use of these assets was also enhanced.

The SAMF also supported the development of policies, strategies and plans to be informed and, inform the community of government aspirations, service level requirements and investment decisions.

Asset maintenance and upgrade

Assets Maintenance and Upgrade – excluding capital works, expenditure on capital upgrades undertaken in 2017-18 \$14.97 million, consisting of:

>	ACTION engine overhauls and other upgrades	\$2.89 million
>	Active Travel	\$1.22 million
>	Town Centres	\$3.29 million
>	Birrigai	\$0.27 million
>	Sports Facilities (Active Canberra)	\$1.30 million
>	Safety compliance and essential upgrades	
	of the city infrastructure	\$4.81 million
>	Road safety measures	\$0.37 million
>	Libraries	\$0.14 million
>	Yarralumla Nursery	\$0.13 million
>	Domestic Animal Services	\$0.13 million
>	Property improvements	\$0.42 million

Public Transport

The last deliveries of the fleet replacement buses were completed during 2017-18. Deliveries of 40 new Euro VI Scania buses to support the expansion of the rapid bus network also commenced with six buses delivered under this program to 30 June 2018.

Further asbestos removal, upgrades and refurbishments of the Belconnen and Tuggeranong workshop and depot facilities were undertaken totalling \$1.75m. These included refurbishments of bathroom and toilet facilities. at Tuggeranong and roof repairs at Belconnen. The program to overhaul and refurbish major bus components was also continued throughout 2017-18 and included engine and transmission overhauls, flooring and seating refurbishments.

The project to redevelop the Woden Bus Depot site in Phillip commenced in 2017-18 with preliminary design completed and demolition of the existing buildings commenced.

Capital Linen Service

Plant and equipment investment and preventative maintenance were a focus in 2017-18 with 99.2 per cent of preventative tasks completed and major projects including an electrical and pneumatic system upgrade were undertaken.

Capital Linen Service installed the dry fold processing system as well as two large scale air compressors, which were funded through the Carbon Neutral Fund. Both investments are expected to improve the bottom line either in respect to increased productivity, reduced costs or both.

Land Management

Maintenance of urban public realm areas and assets includes, mowing, cleaning, litter picking, painting, pruning, mulching, safety inspections and repairs. This ensures assets are maintained in a safe, functional and attractive condition.

During the reporting period, TCCS managed 6,120 hectares of urban open space, including 417 designated urban parks, 121 lakes and ponds, 4,327 hectares of mown land and 100 hectares of irrigated grassland. Additionally, TCCS maintained 280 hectares of irrigated sportsgrounds, comprising of approximately 884 individual hireable sporting fields, 160 hectares of non-irrigated sportsgrounds, 90 shopping precinct areas, 505 playgrounds and 767,636 trees in urban open space and street verges.

Yarralumla Nursery

Yarralumla Nursery undertook an upgrade of a number of electrical switchboards to ensure compliance with current standards.

Birrigai

Birrigai undertook power and water upgrades under the Better Infrastructure Fund to ensure business continuity for visitors.

Roads and sustainable transport

Roads ACT updated its Strategic Asset Management Plan (SAMP) to reflect the new SAMF and also changes to the ISO55001 – the Standard for Asset Management. The Roads ACT SAMP, completed in June 2018, is considered a 'living document' and will be reviewed as often as required.

In addition, Roads ACT updated the 'Driveways' and 'Noise Control' policies and key Operational Plans, including: Community Paths, Signs & Line Marking and Traffic Signals. Once the remaining Operational Plans have been updated, they will also be treated as 'living' documents and updated when there are operational changes.

Office accommodation management

At 30 June 2018, TCCS employed a total of 1,906 employees. Of these, 567 were office-based employees occupying 6,864.2 square metres at 490 and 496 Northbourne Avenue, Dickson, and 255 Canberra Avenue. The average area occupied by each office-based employee was 12.1 square metres.

1,399 staff were employed in non-office environments and included personnel in libraries, bus interchanges, road maintenance, parks and city services, linen services and work depots.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 8479.



C.5 - Government Contracting

Procurement Principles and Processes

All procurement processes within the Directorate are required to comply with the procurement legislative framework including the Government Procurement Act 2001, Government Procurement Regulation 2007 and subordinate guidelines and circulars.

TCCS engaged the services of Procurement and Capital Works, CMTEDD and where necessary, the ACT Government Solicitors Office, for all procurements above \$200,000. An engagement model has been developed to ensure a consistent and effective relationship with Procurement and Capital Works.

Procurement expenditures are approved by the appropriate delegate within the Directorate and the Directorate continues to be responsible for the management of its contracts. TCCS has provided training for those exercising delegations and contract management training for those actively involved in managing contracts.

A competitive procurement process is conducted wherever possible and any select or single select procurement processes are approved by the Director-General and completed in accordance with the provisions of the Government Procurement Regulation 2007.

TCCS accessed NSW Government standing offer panel agreements where these are assessed as providing value for money.

TCCS has reviewed its procurement and contract management framework and has drafted new documentation including a Procurement Governance Framework, Conducting Procurement and Contract Management and a new Contract Management template.

TCCS also developed a Procurement and Contract Management Assurance Framework. This framework involves conducting reviews of a sample of procurement activities and contracts to ensure that the processes are conducted in accordance with legislative and policy requirements.

Social procurement is considered wherever possible and a number of procurement processes have been designed to require or encourage, either directly or by subcontract, the delivery of services by social benefit organisations.

External Sources of Goods and Services

The Contracts Register table at Appendix 1 lists all contracts with a value of \$25,000 or more executed by TCCS from 1 July 2017 to 30 June 2018.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

C.6 - Statement of Performance





REPORT OF FACTUAL FINDINGS

TRANSPORT CANBERRA AND CITY SERVICES DIRECTORATE

To the Members of the ACT Legislative Assembly

Review opinion

I am providing an **unqualified review opinion** on the statement of performance of the Transport Canberra and City Services Directorate (the Directorate) for the year ended 30 June 2018.

During the review, no matters were identified which indicate that the results of the accountability indicators reported in the statement of performance are not fairly presented in accordance with the *Financial Management Act 1996*.

Basis for the review opinion

The review was conducted in accordance with Australian Auditing Standards. I have complied with the requirements of the Accounting Professional and Ethical Standards 110 Code of Ethics for Professional Accountants.

I believe that sufficient evidence was obtained during the review to provide a basis for the review opinion.

Responsibility for preparing and fairly presenting the statement of performance

The Director-General is responsible for:

- preparing and fairly presenting the statement of performance in accordance with the Financial Management Act 1996 and Financial Management (Statement of Performance Scrutiny) Guidelines 2017; and
- determining the internal controls necessary for the preparation and fair presentation of the statement of performance so that the results of accountability indicators and accompanying information are free from material misstatements, whether due to error or fraud.

Responsibility for the review of the statement of performance

Under the Financial Management Act 1996 and Financial Management (Statement of Performance Scrutiny) Guidelines 2017, the Auditor-General is responsible for issuing a report of factual findings on the statement of performance of the Directorate.

As required by Australian Auditing Standards, the auditors:

- applied professional judgement and maintained scepticism;
- identified and assessed the risks of material misstatements due to error or fraud* and implemented procedures to address these risks so that sufficient evidence was obtained to form a review opinion; and
- reported the scope and timing of the review and any significant deficiencies in reporting practices identified during the review to the Director-General.

(*The risk of not detecting material misstatements due to fraud is higher than the risk due to error, as fraud may involve collusion, forgery, intentional omissions or misrepresentations or the override of internal controls.)

Limitations on the scope of the review

The review was conducted in accordance with Australian Auditing Standards applicable to review engagements, to provide limited assurance that the results of the accountability indicators reported in the statement of performance have been fairly presented in accordance with the Financial Management Act 1996.

A review is primarily limited to making inquiries with representatives of the Directorate, performing analytical and other review procedures and examining other available evidence. These review procedures do not provide all of the evidence that would be required in an audit, therefore, the level of assurance provided is less than that given in an audit. An audit has not been performed and no audit opinion is being expressed on the statement of performance.

This review does not provide assurance on the:

- relevance or appropriateness of the accountability indicators reported in the statement of performance or the related performance targets;
- accuracy of explanations provided for variations between actual and targeted performance due to the often subjective nature of such explanations;
- adequacy of controls implemented by the Directorate; or
- integrity of the reviewed statement of performance presented electronically or information hyperlinked to or from the statement of performance. Assurance can only be provided for the printed copy of the reviewed statement of performance.

Ajay Sharma Acting Auditor-General 19 September 2018

Transport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Statement of Responsibility

In my opinion, the Statement of Performance is in agreement with the Directorate's records and fairly reflects the service performance of the Directorate in providing each class of outputs during the financial year ended 30 June 2018 and also fairly reflects the judgements exercised in preparing it.

Ben Ponton

Acting Director-General

Transport Canberra and City Services Directorate

18 September 2018

Fransport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Output Class 1: Transport Canberra
Output 1.1: Transport Canberra

Transport Canberra includes oversight of the construction of light rail, the Government subsidy paid to ACTION buses, and the strategic oversight of the public transport network, public Description:

transport asset management and the Active Travel Office.

	2017-18	Actual Result 2017-18	Variance from Original Target %	Explanation of Material Variances (>= +/- 5%)
TOTAL COST (\$'000)	\$146,873	\$150,776	3%	
CONTROLLED RECURRENT PAYMENTS (\$'000)	\$143,281	\$146,735	2%	
Accountability Indicators				
Light Rail				
a. Arrival of first light rail vehicle to depot	December-17	December-17	%0	
b. Full energisation of network for testing ¹	May-18	Not completed	(100%)	Network energisation follows the completion of light rail construction and the erection of
				Southside work is scheduled to be completed by October 2018.
c. Termini complete (excluding landscaping and minor	March-18	Not completed	(100%)	All stops, canopies and termini construction activities have commenced with the Gungahlin Terminus scheduled to be completed by end Aurust and the Alinna Street
works)				Terminus well advanced. Works were rescheduled during the year.
d. Dynamic testing of light rail vehicles commenced ³	February-18	June-18	(100%)	Dynamic testing commenced at the light rail vehicle manufacturing facilities in Spain in late 2017. Dynamic testing in Canberra commenced in June 2018 following partial
				system energisation.
e. Laying of mainline track complete (excluding minor	May-18	Not completed	(100%)	Track laying complete to 91% as at 30 June 2018. Works were rescheduled during the
works)				year.
 f. Maintenance/Control Centre Building complete (excluding landscaping and minor works) 	March-18	Not completed	(100%)	The maintenance / control centre building has been completed except for internal services fitout. The remaining work is expected to be completed by September 2018.
Active Travel				
g. Customer satisfaction with access to cycle and	85%	95%	%8	The above target result indicates that the community's expectations are being met,
walking paths*				reflecting the Directorate's effort in increasing the availability and access to paths to the community.

above Statement of Performance should be read in conjunction with the accompanying notes.

Explanation of Accountability Indicators

- Full energisation means turning on the power to the overhead wires so that Light Rail Vehicles can run along full length of the track.
 - This measure relates to the construction of the stop at Gungahlin Place and Alinga Street.
- This testing will be the first time that the public will interact with the Light Rail Vehicles and it includes testing of the systems, e.g. signalling.
- survey seeks customer views on the Directorate's core service delivery responsibilities including library services, infrastructure services (including roads and community paths), waste collection, parks and open spaces, and public transport. The response was collected through a telephone survey of 1,012 randomly sampled citizens over a period of four weeks. The respondents were asked to rate Customer satisfaction is measured from responses to an annual survey undertaken by an external provider on behalf of the Transport Canberra and City Services Directorate (the Directorate). The services across four ratings which were "Very Satisfied", "Satisfied", "Dissatisfied" and "Very Dissatisfied".

Transport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Output Class 2: City Services
Output 2.1: Roads and Infrastructure
Description: Management of the Territory's road and associated assets, stormwater infrastructure, community paths, bridges, traffic signals, streetlights and car parks. This output also includes the provision of asset information services, capital works and development approvals relating to the acceptance of new infrastructure assets.

	Original Target	Actual Result	Variance from	Explanation of Material Variances
	2017-18	2017-18	Original Target %	(>= +/- 2%)
TOTAL COST (\$'000)	\$198,671	\$225,255	13%	The Total Cost is higher than the original target predominantly due to unbudgeted
				depreciation expense associated with gifted assets (\$15.2m) and the expensing of costs from capital projects that did not meet the asset recognition criteria in accordance with Australian Accounting Standards (\$8.8m).
CONTROLLED RECURRENT PAYMENTS (\$'000)	\$75,559	\$72,900	(4%)	
Accountability Indicators	1			
Roads a. Annual percentage of territorial roads resurfaced 1	%9	2%	%0	
b. Annual percentage of municipal roads resurfaced	4%	4%	%0	
c. Percentage of customers satisfied with the public	>75%	%28	1	
road network* d. Percentage of territorial roads in good condition ¹	%88<	%06	,	
e. Percentage of bridges that meet SM1600 standard	%08 <	84%	1	
on the B Double Network* f. Increase in length (km) of on-road cycle lanes ⁴	25	18	(28%)	The installation of on-road cycle lanes is undertaken as part of the annual resurfacing program. A feasibility assessment for the installation of on-road cycle lanes is
9 . Increase in length (km) of community paths 5	35	09	71%	undertaken at each new proposed site. The feasibility study identified that many of the roads resurfaced in 2017-18 could not safely accommodate the installation of the lanes. The above target result is due to greater than expected contributed assets from developers with the opening of new subdivisions.
Asset Acceptance h. Responses on Development Applications referred from the Environment, Planning and Sustainable Development Directorate completed within agreed	85%	91%	%2	The above target result reflects the proactive approach to resolving issues directly with the applicant, prior to the Development Applications (DA) being formally referred to TCCS for assessment. This occurs through pre DA meetings and stakeholder properties the applications are lodged to limit the number of
unerrames i. Respond to developers submissions within adopted timeframes ⁷	85%	%26	14%	comments that are made during the formal process. The above target result reflects the Directorate's commitment to reducing response times, by streamlining work practices and early engagement with customers.
The above Statement of Performance should be read in conjunction with the accompanying notes	conjunction with the	accompanying note:	8	

Transport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Output 2.1: Roads and Infrastructure - Continued

Explanation of Accountability Indicators

- Territorial roads are sealed major roads that have the principal function of an avenue for movements linking town centres and suburbs. Territorial roads are defined as NAASRA (National Association of Australian State Road Authorities) Class 1,2,3 and 6.
- Customer satisfaction is measured from responses to an annual survey undertaken by an external provider on behalf of the Transport Canberra and City Services Directorate (the Directorate). The survey seeks customer views on the Directorate's core service delivery responsibilities including library services, infrastructure services (including roads and community paths), waste collection, parks and open spaces, and public transport. The response was collected through a telephone survey of 1,012 randomly sampled citizens over a period of four weeks. The respondents were asked to rate services across four ratings which were "Very Satisfied", "Satisfied", "Dissatisfied" and "Very Dissatisfied"
- SM1600 standard is a theoretical loading designated by Australian Standards 5100:2004 Bridge Design which should ensure that bridges can carry future vehicle loadings.
 - The indicator refers to the length of on-road cycle lanes in the network that meet the current standard width requirements.
 - Increases in community paths are measured using the date the 'works as executed' drawings are submitted and registered.
 - 6 Agreed timeframe is 15 working days.
- Adopted timeframe is 20 working days.

Transport Canberra and City Services Directorate For the Year Ended 30 June 2018 Statement of Performance

Library Services Output Class 2: City Services Output 2.2:

Description:

Provision of library services to the community through the Libraries ACT's branches, home library service, the ACT Virtual Library and the Heritage Library

TOTAL COST (\$'000) CONTROLLED RECU					
CONTROLLE		2017-18	2017-18	Original Target %	(>= +/- 2%)
CONTROLLE	. (\$,000)	\$18,204	\$18,771	3%	
Accountability In	CONTROLLED RECURRENT PAYMENTS (\$'000)	\$13,815	\$14,073	7%	
	dicators				
a. Physical visits	Physical visits to Libraries per capita ¹	2.0	4.6	(%8)	Library visits are lower than targeted due to the changing patterns of customer usage,
					e.g. accessing more resources online and using the request systems to target items for loan rather than browsing and borrowing.
b. Items borrowed per capita ^{1,2}	ed per capita ^{1,2}	7.5	6.3	(16%)	The lower than expected result is due to a decrease in physical loans from users
					targeting their reading and to the accessibility of digital information. While an increase in digital loans has partially offset the decrease in physical loans, overall items borrowed
					per capita have decreased.
c. Percentage of	Percentage of population who are registered library	92%	%29	%8	Libraries have a strong membership history and continue to attract new members at the
members ³					rate of approximately 14,500 per year. The above target result is largely attributed to new
					members attracted by the increased range of e-resources and e-books.
d. Customer satis	Customer satisfaction with library services ⁴	%06	%96	%2	Libraries continue to provide lifelong learning opportunities for the community. The
	`				community values the programs, resources and services that the libraries offer which
					has led to a higher than expected customer satisfaction result.
e. Direct cost of p	Direct cost of public library services per capita1	\$35.50	\$31.73	(11%)	Expenditure on library services is stable, however the population has increased,
•					affecting the per capita outcome.
f. Percentage of	Percentage of library collection purchased in	%09	23%	(12%)	This indicator includes physical items only. The below target result is due to less physical
previous five years	/ears				items purchased due to increased customer demand for digital collection items. Libraries
					continue to respond to customer trends towards digital resources.
g. Number of AC	Number of ACT publications or collections added to	12,000	16,644	36%	The number of items added to the Heritage Library collection is dependent on donations
the heritage collection	ollection				from the community and the rate of donations are variable and unpredictable. There was
					higher than expected donations this year.
The above Statem	The above Statement of Performance should be read in conjunction with the accompanying notes.	conjunction with the	accompanying notes	3.	

Explanation of Accountability Indicators

- 2017-18 target is based on an ACT population of 409,000.
- Digital Ioans include all digital downloads, e.g. e-books, e-audio, music, magazines, newspapers, subscription databases, children's resources and learning resources.
- 2017-18 target is based on an ACT population of 409,000 with 62 per cent of the population representing approximately 253,580 library members. Registered library members include people from the ACT and the surrounding NSW region.
- Customer satisfaction is measured from responses to an annual survey undertaken by an external provider on behalf of the Transport Canberra and City Services Directorate (the Directorate). The survey seeks customer views on the Directorate's core service delivery responsibilities including library services, infrastructure services (including roads and community paths), waste collection, parks and open spaces, and public transport. The response was collected through a telephone survey of 1,012 randomly sampled citizens over a period of four weeks. The respondents were asked to rate services across four ratings which were "Very Satisfied", "Bissatisfied" and "Very Dissatisfied". The survey includes public libraries only and does not include the Virtual and Heritage Libraries.

Transport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Output Class 2: City Services

Output 2.3: Waste and Recycling

Provision of domestic waste and recyclables collection services, operation of resource management and recycling centres, and implementation and evaluation of waste management Description:

programs, including household garbage and recycling.

		Original Target 2017-18	Actual Result 2017-18	Variance from Original Target %	Explanation of Material Variances (>= +/- 5%)
	TOTAL COST (\$'000)	\$49,499	\$61,550	24%	The variance is mainly due to increases in depreciation due to a reduction in useful lives for ACT NoWaste landfill infrastructure assets (\$7.1m) and costs related to the disposal of the demolition material associated with properties under the Loose-fill Asbestos Insulation Eradication Scheme not included in the Original Target (\$5.5m).
	CONTROLLED RECURRENT PAYMENTS (\$'000)	\$33,974	\$32,736	(4%)	
Acc	Accountability Indicators				
a.	Annual tonnes of waste to landfill per head of	2.0	2.0	%0	
	population ¹				
<u>.</u> ف	Annual total resource recovery tonnage per head of	1.7	1.5	(12%)	The lower than target result is due to the voluntary nature of reporting the recovery of
	population ¹				construction and demolition waste streams. In 2017-8 there was a reduced response to the voluntary survey although the results trended similarly to prior years.
ပ	Percentage of material recovered from the total waste stream ²	75%	%29	(11%)	The lower than target result is mainly due to more than anticipated waste to landfill from the Loose-Fill Asbestos Insulation Eradication Scheme for Mr Fluffy houses and a
					reduction in reporting of the recovery of construction and demolition waste streams as there was a reduced response to the voluntary survey from the recycling industry. Excluding waste from the Loose-Fill Asbestos Insulation Eradication Scheme the result
	:		Ì		is 74%.
ö	Percentage of customers satisfied with waste	%06 <	%26	•	
	collection services	6	6	70	
ب ن	Contract cost of landmilling waste per toffile Annual cost of domestic kerbside waste collection	\$19.34 \$19.85	\$16.48	%	
	services per head of population ⁴	-			
Ö	Annual cost of domestic kerbside recycling	\$11.30	\$11.41	1%	
ج	collection services per head of population ⁴ Number of mattresses diverted from landfill	32,000	41,979	31%	The above target result is attributed to an increase of 7,603 mattresses from surrounding
					New South Wales Councils and 2,376 mattresses from the ACT.
The	The above Statement of Performance should be read in conjunction with the accompanying notes.	conjunction with the	accompanying notes		

Explanation of Accountability Indicators

- 2017-18 target is based on an ACT population of 409,000 and Queanbeyan population of 41,700.
- The total tonnage of resource recovery is determined by an annual survey of 67 businesses involved in reuse and recycling in the ACT. 27 businesses responded to the survey at the end of 2017-18 financial year
- spaces, and public transport. The response was collected through a telephone survey of 1,012 randomly sampled citizens over a period of four weeks. The respondents were asked to rate services across Customer satisfaction is measured from responses to an annual survey undertaken by an external provider on behalf of the Transport Canberra and City Services Directorate (the Directorate). The survey seeks customer views on the Directorate's core service delivery responsibilities including library services, infrastructure services (including roads and community paths), waste collection, parks and open four ratings which were "Very Satisfied", "Satisfied", "Dissatisfied" and "Very Dissatisfied". က
 - 4 2017-18 target is based on an ACT population of 409,000.

Transport Canberra and City Services Directorate Statement of Performance For the Year Ended 30 June 2018

Output Class 2: City Services
Output 2.4: City Maintena
Description: Planning and n

Output 2.4: City Maintenance and Services

Description: Planning and management of the Territory's parks and urban open space system including associated community infrastructure, maintaining the look and feel of the city; and managing the urban forest. The Directorate also provides advice, education and compliance services in relation to municipal ranger functions, domestic animal management, plant and animal licensing and significant tree protection. This output also includes Yarralumla Nursery.

		Original Target	Actual Result	Variance from	Explanation of Material Variances
TOTAL COST (\$'000)		\$100,379	\$115,178	15%	The Total Cost is higher than the original target mainly due to higher than budgeted depreciation (\$4.7m) and water costs (\$4.3m) associated with the transfer of Sportsgrounds Facilities Management function from Chief Minister, Treasury and Economic Development Directorate (CMTEDD), loss on disposal of assets and the expensing of costs from capital projects that did not meet the asset recognition criteria in accordance with Australian Accounting Standards (\$3.2m).
CONTROLLED RECURRENT PAYMENTS (\$'000)	(\$,000)	\$68,237	\$67,871	(1%)	
Accountability Indicators					
a. Customer satisfaction with the management of	nt of	%06	%88	(5%)	
Town and District Parks ¹ b. Customer satisfaction with the maintenance of	e of	%02	%29	(4%)	
c. Customer satisfaction with children's play		%06	%62	(12%)	The below target result is largely related to the public's comments on the dated appearance of
equipment being well maintained ¹					playground equipment across some locations and a lack of disability play opportunities at playgrounds. Staff conduct regular inspections of all playgrounds. However, it is important to
d. Customer satisfaction with the general look and feel	and feel	75%	%02	(%2)	The lower than anticipated result is mainly due to the community's expectations around quicker
		/600	7000	(170/)	response times to vandalism and broken facilities at shopping centres. The below to good from the formula for the commend of a contension of a contension that were last
e. Percentage of customers satisfied with the management of sportsgrounds		95%	92%	(%11)	The below target result is mainly due to the removal of a calegory of customers that were not dissatisfied with the maintenance of sportsgrounds that was included in the 2017-18 target.
f. Number of dogs processed by the Domestic Animal Shelter	c Animal	1,300	954	(27%)	Several factors contribute to the variance including an increase in the number of rangers and their ability to conduct digital searches meaning roaming or stray dogs can be returned to their owners instead of being impounded. Further legislative amendments in December 2017 provide rangers with the ability to home impound offending dogs where appropriate. Some of the variance also reflect weaknesses in record and data management at Domestic Animal Services
g. Percentage of saleable stray and abandoned dogs re-homed	sbop pe	%06	%06	%0	
h. Remove abandoned vehicles on unleased land within nine calendar days²	land	100%	%86	(%2)	The below target result is due to a number of factors including competing response priorities, vehicle movement and allocation errors. Work is also underway to streamline the management, towing and imposindment of abandoned vehicles.
i. Respond to complaints of public safety issues	ser	100%	%86	(5%)	
within 2 days ³ j. Response and collection of 'sharps' on unleased	eased	100%	%86	(5%)	
land within 4 hours Yarralumla Nursery					
k. Plant spoilage within industry standard ⁴		< 10%	4%	_	
The above Statement of Performance should be read in conjunction with the accompanying notes.	e read in co	injunction with the a	accompanying note:	S	

Transport Canberra and City Services Directorate For the Year Ended 30 June 2018 **Statement of Performance**

Output 2.4: City Maintenance and Services - Continued

Explanation of Accountability Indicators

- Customer satisfaction is measured from responses to ongoing customer surveys conducted by Market Attitude Research Services. The survey is conducted on a quarterly basis and based on 1,200 random household surveys each year. Many questions in the survey employ a 1 to 10 answer scale with 1= "extremely dissatisfied" and 10= "extremely satisfied".
 - Commences from date of notification.
 - Issues include line of sight, overhanging foliage, obstructions on nature strips and signs that pose an immediate safety hazard. 0 0
- Plant spoilage' refers to plants that have been physically disposed of due to substandard quality or that have died during the growing process.

Transport Canberra and City Services Directorate For the Year Ended 30 June 2018 Statement of Performance

Output Class 2: City Services
Output 2.5: Capital Linen Service
Description: Capital Linen Service provides a managed linen service to a range of customers including public and private hospitals, health and aged care providers, hotels, restaurants, major tourist attractions, educational institutions and emergency services.

	Original Target 2017-18	Actual Result 2017-18	Actual Result Variance from 2017-18 Original Target %	Explanation of Material Variances (>= +/- 5%)
TOTAL COST (\$'000)	\$16,354	\$14,148	(13%)	(13%) The variance is mainly due to a decline in volumes in the Accommodation and Health sectors.
Accountability Indicators				
a. Total tonnes of laundry delivered	7,220	6,821	(%9)	(6%) The variance is mainly due to a decline in volumes in the Accommodation and Health sectors.
b. Retain certification of Quality Management System Standard AS/NZS ISO 9001:2008	100%	400%	%0	





REPORT OF FACTUAL FINDINGS

ACTION

To the Members of the ACT Legislative Assembly

Review opinion

I am providing an unqualified review opinion on the statement of performance of ACTION for the year ended 30 June 2018.

During the review, no matters were identified which indicate that the results of the accountability indicators reported in the statement of performance are not fairly presented in accordance with the Financial Management Act 1996.

Basis for the review opinion

The review was conducted in accordance with Australian Auditing Standards. I have complied with the requirements of the Accounting Professional and Ethical Standards 110 Code of Ethics for Professional Accountants.

I believe that sufficient evidence was obtained during the review to provide a basis for the review opinion.

Responsibility for preparing and fairly presenting the statement of performance

The Director-General of the Transport Canberra and City Services Directorate is responsible for:

- preparing and fairly presenting the statement of performance in accordance with the Financial Management Act 1996 and Financial Management (Statement of Performance Scrutiny) Guidelines 2017; and
- determining the internal controls necessary for the preparation and fair presentation of the statement of performance so that the results of accountability indicators and accompanying information are free from material misstatements, whether due to error or fraud.

Responsibility for the review of the statement of performance

Under the Financial Management Act 1996 and Financial Management (Statement of Performance Scrutiny) Guidelines 2017, the Auditor-General is responsible for issuing a report of factual findings on the statement of performance of ACTION.

As required by Australian Auditing Standards, the auditors:

- applied professional judgement and maintained scepticism;
- identified and assessed the risks of material misstatements due to error or fraud* and implemented procedures to address these risks so that sufficient evidence was obtained to form a review opinion; and

(*The risk of not detecting material misstatements due to fraud is higher than the risk due to error, as fraud may involve collusion, forgery, intentional omissions or misrepresentations or the override of internal controls.)

 reported the scope and timing of the review and any significant deficiencies in reporting practices identified during the review to the Director-General of the Transport Canberra and City Services Directorate.

Limitations on the scope of the review

The review was conducted in accordance with Australian Auditing Standards applicable to review engagements, to provide limited assurance that the results of the accountability indicators reported in the statement of performance have been fairly presented in accordance with the *Financial Management Act 1996*.

A review is primarily limited to making inquiries with representatives of ACTION, performing analytical and other review procedures and examining other available evidence. These review procedures do not provide all of the evidence that would be required in an audit, therefore, the level of assurance provided is less than that given in an audit. An audit has not been performed and no audit opinion is being expressed on the statement of performance.

This review does not provide assurance on the:

- relevance or appropriateness of the accountability indicators reported in the statement of performance or the related performance targets;
- accuracy of explanations provided for variations between actual and targeted performance due to the often subjective nature of such explanations;
- adequacy of controls implemented by ACTION; or
- integrity of the reviewed statement of performance presented electronically or information hyperlinked to or from the statement of performance. Assurance can only be provided for the printed copy of the reviewed statement of performance.

Ajay Sharma Acting Auditor-General 7 September 2018

ACTION Statement of Performance For the Year Ended 30 June 2018

Statement of Responsibility

In my opinion, the Statement of Performance is in agreement with ACTION's records and fairly reflects the service performance of ACTION for the financial year ended 30 June 2018 and also fairly reflects the judgements exercised in preparing it.

Emma Thomas

Director-General

Transport Canberra and City Services Directorate

September 2018

For the Year Ended 30 June 2018 Statement of Performance ACTION

Bus Operations Output Class 1: Bus Operations Output 1.1:

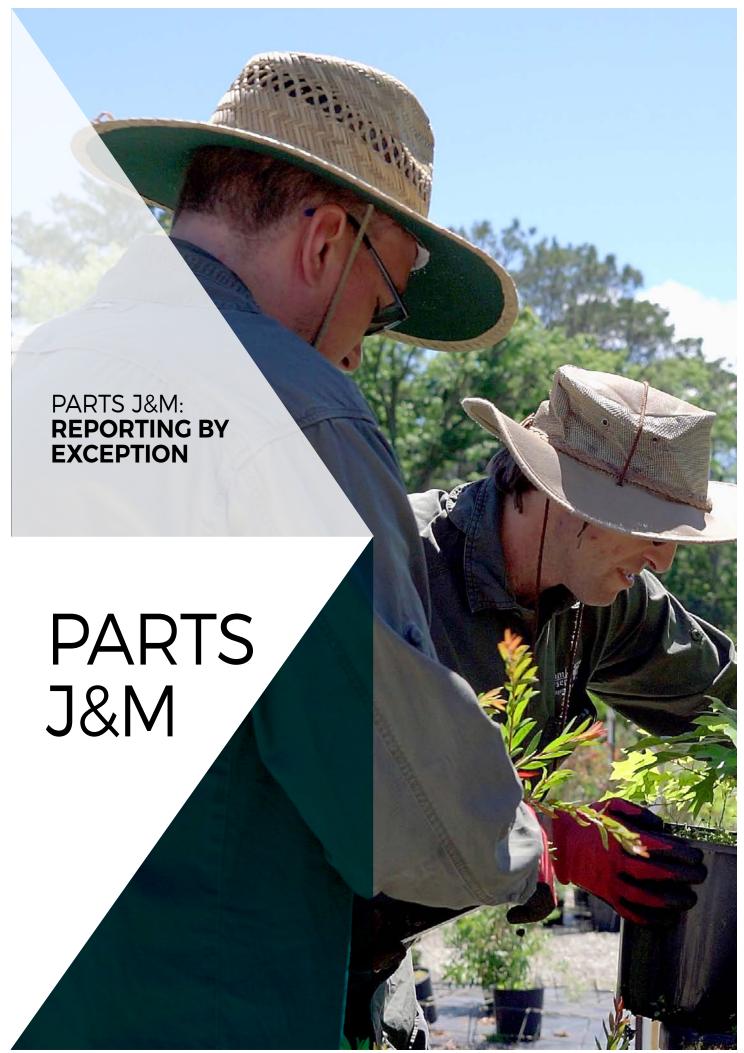
Provision of a public bus network and school bus services, including a range of express and regular route services within Canberra suburbs. ACTION also provides special needs transport, flexible bus services and a bus charter service Description:

		Original Target	Actual Result	Variance from	Explanation of Material Variances
		2017-18	2017-18	Original Target %	(>= +/- 2%)
	TOTAL COST (\$'000)	\$154,837	\$160,479	4%	
	CONTROLLED RECURRENT PAYMENTS (\$'000)	\$104,140	\$103,706	%0	
Acc	Accountability Indicators				
Bus	Bus Operations				
œ.	Customer satisfaction with ACTION services as assessed by	82%	91%	%2	During 2017-18, ACTION implemented a new rapid bus network and refined the bus
	passenger survey ¹				timetables. Overall customer satisfaction with the network has increased.
<u>۔</u> ف	Deliver an updated, long term business strategy and report	_	0	(100%)	The report is in draft form as a Public Transport Service Plan. The draft will be finalised
_	on business and organisational reform progress				and forwarded to Minister for review following resolution of new bus network.
ن	Deliver an updated fleet strategy	_	0	(100%)	The strategy is in draft form as a Public Transport Service Plan. The draft will be finalised
					and torwarded to Minister for review following resolution of new bus network.
o O	Percentage of in service fleet fully compliant with standards	85%	%08	(5%)	
_	under the Disability Discrimination Act 1992 ²				
o.	Percent of in service fleet Euro 5 or better emission standard	%29	28%	(%9)	The below target result was due to the network changes in October 2017, which involved
_	compliant ³				bringing back previous retired buses that do not meet Euro 5 or better emission standards to ensure service reliability.
4	Service reliability – percentage of all scheduled services which operated to completion	%5'66	%9.66	%0	
<u> </u>	Percentage of services operating on scheduled time ⁴	%92	73%	(3%)	
<u>.</u>	Total network operating cost per network kilometre ⁵	\$5.45	\$5.58	2%	
. <u></u>	Total network operating cost per passenger boarding ^{5,6}	\$7.92	\$8.02	1%	
<u></u>	Fare box recovery as a percentage of total network operating	16.4%	15.6%	(%9)	The below target result reflects the reduction in fare revenue due to free travel offered to
_	costs				senior and pension card holders in the off peak periods.
ند	ACTION passenger boardings ⁶	18,400,000	18,941,758	3%	
<u>-</u>	Undertake a trial of electric buses ⁷	-	0	(100%)	The trial of electric buses commenced in 2017-18 with contracts for supply awarded to
					two suppliers. The trial is ongoing with the last bus entering service in June 2018. The Itial is expected to be complete in late 2018.
P F	The above Accountability Indicators should be read in conjunction with the evelonation of Accountability Indicators helew	201400000000000000000000000000000000000	A Acceptance of	molecularity	

The above Accountability Indicators should be read in conjunction with the explanation of Accountability Indicators below

Explanation of Accountability Indicators

- customer views on the Directorate's core service delivery responsibilities including public transport. The response was collected through a telephone survey of 1,012 randomly sampled citizens over a period of four Customer satisfaction is measured from responses to an annual survey undertaken by an external provider on behalf of the Transport Canberra and City Services Directorate (the Directorate). The survey seeks weeks. The respondents were asked to rate services across four ratings which were "Very Satisfied", "Dissatisfied" and "Very Dissatisfied".
- The Disability Discrimination Act 1992 (the Act) details the accessibility specifications of a bus required to achieve compliance. The Act requires full compliance by 2022
 - Euro emission standards define the acceptable limits for exhaust emissions of vehicles.
- Network operating costs measure costs directly attributable to the operation of ACTION's network route and school services. It excludes costs associated with the operation of special needs transport, flexible bus Operating on scheduled time describes a bus service that departs a stop that is a designated timing point between 1 minute earlier and 4 minutes later than the scheduled time. GPS technology attached to the MyWay system is used to measure this indicator. Only completed scheduled services are measured. 4 2
- Passenger boardings are recorded when a passenger boards a bus and swipes their MyWay card on the MyWay console, purchases a paper ticket on board the bus or when the driver records a boarding through services and bus charter services. Network kilometres relates to the kilometres travelled by the fleet in servicing the express, school and regular route services. It excludes kilometres travelled on charter, special needs transport and flexible bus services. 9
 - The definition of this indicator requires an end of trial evaluation report to be produced for stakeholder consideration. the MyWay console upon the passenger showing a valid paper ticket to transfer between buses.



J. Public Land Management Plans

The current list of plans under the *Planning and Development Act 2007* are as follows:

TABLE 35: TCCS PUBLIC MANAGEMENT PLANS AS AT 30 JUNE 2018

Title of the public land management plan	Status	Year of commencement	Online location of public land management plan
Woden and Weston Creek's Urban Parks and Sportsgrounds	Approved final	1998	http://www.legislation.act.gov.au/di/1998- 242/19981116-9113/pdf/1998-242.pdf
Belconnen's Urban Park Sportsgrounds and Lake Ginninderra	Approved final	1998	(see above – together as one on legislation register)
Inner Canberra's Urban Parks and Sportsgrounds	Approved final	2000	http://www.legislation.act.gov.au/di/2000- 143/20000523-7993/pdf/2000-143.pdf
Tuggeranong's Urban Parks and Sportsgrounds	Approved final	2000	(see above – together as one on legislation register)
Urban Open Space and Public Access Sportsgrounds in the Gungahlin Region	Approved final	2007	http://www.legislation.act.gov.au/di/2007- 298/20080307-35549/pdf/2007-298.pdf
Canberra's Urban Lakes and Ponds*	Approved final	2001	http://www.legislation.act.gov.au/di/2001- 173/20010712-5873/pdf/2001-173.pdf

^{*}Note: a review and update of the Canberra Urban Lakes and Ponds Plan of Management is currently underway. The review is being undertaken by EPSDD Environment Protection Policy unit in collaboration with TCCS. The draft version has been circulated to ACT Government stakeholders with comments being received and further editing being undertaken prior to release for public consultation in 2018-19.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.

M. Waste Minimisation Contraventions

The Waste Minimisation Act 2001 was repealed 1 July 2017, having been superseded by the Waste Management and Resource Recovery Act 2016, which commenced the same day.

During 2017-18, the regulatory framework for the *Waste Management and Resource Recovery Act 2016* was established to enable the effective administration of the legislation. The framework includes the *Waste Management and Resource Recovery Regulation 2017, the Waste Management and Resource Recovery Amendment Act 2017* (to enable the CDS), *Magistrates Court (Waste Management and Resource Recovery Infringement Notices) Regulation 2017, Waste Management and Resource Recovery Delegation 2017,* and supporting policies and procedures.

Additionally, the waste facility licensing and waste transporter registration scheme under the *Waste Management* and *Resource Recovery Act 2016* commenced. In 2017-18, more than 50 waste management businesses were brought into the new regulatory environment.

No contraventions were recorded under the Waste Management and Resource Recovery Act 2016 in 2017-18.

Further information may be obtained from the Governance and Ministerial Services Branch by contacting (02) 6205 5466.



APPENDIX 1: GOVERNMENT CONTRACTING

APPENDIX

Appendix 1: Government Contracting TABLE 36: CONTRACTS REGISTER TABLE

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Culture Consulting Work with TCCS	quotation	ON N	consultancy	NossittaB Consulting	\$64,350.00	03-Jul-17	15-Sep-17	Yes	O Z
Bridge Strengthening works for Br 5179	public	0 N	works	Complex Civil	\$993,691.56	12-Jul-17	04-Dec-18	Yes	N O N
Bridge Strengthening Works - Bridge 5128	public	0 Z	works	Complex Civil	\$1,064,767.35	12-Jul-17	24-Oct-18	Yes	<u>0</u>
Alternate Energy Bus Trial	public	O N	services (non- consultancy)	Volvo Group Gov-ernmental Sales Oceania	\$212,520.00	18-Jul-17	01-Dec-18	0 Z	<u>0</u>
Erindale Group Centre Gartside Street South Im-provement Stage I Construction	public	N O	works	CB Excavations Pty Ltd	\$823,190.70	20-Jul-17	08-Oct-18	O N	o N
Provision of Micro-simulation Modelling Services for Stage 2 of the Canberra Light Rail Project	public	O Z	consultancy	Arup Pty Limited	\$239,182.35	20-Jul-17	19-Jul-18	O N	O Z
Provision of Technical Development Services	select	No	consultancy	Verge Advisory	\$124,960.00	25-Jul-17	24-Oct-17	Yes	Yes
Weston Group Centre Trenerry Square Stage 1 Landscape Works	public	ON O	works	Pyramid Corporation Pty Ltd	\$641,266.50	26-Jul-17	31-Oct-18	0 N	O N
ACT Kerbside Bulky Waste Social Research	quotation	O N	works	Instinct and Reason	\$33,000.00	07-Aug-17	20-Sep-17	Yes	O N
Ticketing Equipment for Light Rail Integration	single select	N O	works	Downer	\$5,267,944.14	07-Aug-17	30-Sep-20	Yes	0 N
ACT NOWaste Audits and MRF Protocol	quotation	No	consultancy	APrince Consulting	\$320,000.00	07-Aug-17	20-Sep-18	Yes	NO
Swept Path Up-grade Package 1 Redfern Street / Bindubi Street	public	O Z	works	Simeonov Civil En-gineering Pty Ltd	\$149,698.26	08-Aug-17	12-Sep-18	0 Z	o Z
Alternate Energy Bus Trial	public	No	spoog	Carbridge Pty Ltd	\$564,000.00	08-Aug-17	28-Sep-18	No	No
Light Rail Vehicle Advisory & Operations Management for Stage 2 of the Canberra Light Rail Project	public	NO N	consultancy	SNC-Lavalin Rail and Transit	\$723,702.00	10-Aug-17	10-Aug-18	No	ON N
PAP Consultancy Services Gungahlin Bus Station and Hibberson Street Shared Zone	public	No	consultancy	AECOM Australia	\$441,022.00	22-Aug-17	08-Aug-19	ON.	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Canberra Wide Dry Land Grass Mowing Along Arterial and Connecting Roads - Canberra North	public	O Z	services (non- consultancy)	Canberra Mowing	\$1,085,280.00	29-Aug-17	29-Aug-20	Yes	<u>0</u>
Provision of supply and delivery of uniforms for ACTION Bus Services	public	ON N	spoog	Rodney Mark Pty Ltd	\$600,000.00	30-Aug-17	29-Aug-20	ON N	O N
Construction Gungahlin Bus Station and Hibberson Street Shared Zone	public	O N	works	Guideline ACT Pty Ltd	\$7,027,521.04	31-Aug-17	21-Jun-18	O N	0 Z
Operational management of weighbridge services for ACT NoWaste	public	O N	services (non- consultancy)	Resource Recovery Australia	\$3,355,945.68	01-Sep-17	20-Aug-20	o Z	O Z
Provision of Operational Management of Weighbridge Services at ACT NoWaste	public	O N	services (non- consultancy)	Resource Recovery Australia	\$3,355,945.68	01-Sep-17	31-Aug-20	O Z	0 Z
Agreement in Support of the National Garage Sale Trail	single select	No	services (non- consultancy)	Garage Sale Trail Foundation Ltd	\$38,500.00	06-Sep-17	30-Jun-19	Yes	Yes
Monaro Highway Bridge Screen Repair Work	select	No	works	Complex Civil	\$63,376.09	08-Sep-17	20-Oct-18	Yes	N O
Tuggeranong Bus Depot Carpark Modification	select	ON.	works	Kuna Contractors Pty Ltd	\$74,773.46	14-Sep-17	14-Jun-18	Yes	ON.
Canberra-Wide Dryland Grass Mowing along Arterial and Connecting Roads - Canberra Central and South	public	Yes	services (non- consultancy)	Burgess Horticultural Services (BURHOR)	\$1,951,776.00	15-Sep-17	15-Sep-20	Yes	O Z
ACT Trip Genera-tion Rates for Higher Density Multi Unit Residential Devel-opments Review	quotation	O N	consultancy	SMEC Australia	\$36,860.00	27-Sep-17	20-Dec-17	Yes	0 Z
Maintenance of Compressed Natural Gas (CNG) Refuelling Facility, Tuggeranong Bus Depot	public	O N	services (non- consultancy)	Gardner Denver In-dustries	\$901,296.00	28-Sep-17	01-Sep-22	O O	0 Z
HLS Review	quotation	No	consultancy	KPPM Strategy	\$29,403.00	29-Sep-17	30-Oct-17	Yes	No
Belconnen Bikeway Design Services	public	No	consultancy	RD Gossip Pty Ltd	\$123,964.00	29-Sep-17	30-Jun-18	Yes	No
Provision of Air Compressors and Associated Equipment	single select	No	spoog	Air Plant Sales	\$282,645.00	12-0ct-17	11-0ct-27	Yes	Yes

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Traffic Investigation and Design Documentation for Minor New Works	quotation	ON N	consultancy	RD Gossip Pty Ltd	\$200,000.00	16-0ct-17	16-Oct-19	Yes	ON N
Mugga Lane Resource Management Centre Permanent Wheel Wash Feasibility Study and Design	public	O N	consultancy	SMEC Australia	\$112,457.93	18-Oct-17	09-Feb-19	Yes	OZ
Birrigai Backup Power Supply	quotation	No	works	Simeco Electrical	\$145,475.00	19-0ct-17	19-0ct-17	Yes	0 N
Procurement Advisory Services	quotation	No	consultancy	Synergy Group Aus-tralia Pty Ltd	\$98,326.80	19-0ct-17	22-Dec-17	Yes	No
Provision of ICT Hardware and Commercial Off-the-shelf (COTS) Software under a Panel Arrange-ment	select	O Z	spood	Datacom Systems (ACT) Pty Ltd	\$7,706,352.50	23-0ct-17	22-0ct-20	Yes	Yes
Mouat Street Shared Path	public	No	works	JSK Excavations Pty Ltd	\$204,829.00	24-0ct-17	19-Mar-19	Yes	No
Tuggeranong Bus Depot Bus Park-ing Modification	select	N O	works	Kuna Contractors Pty Ltd	\$122,705.00	25-0ct-17	25-Oct-18	Yes	O N
Provision of Storage, Transportation and Stock Management of CLS Lin-en Products	quotation	O Z	services (non- consultancy)	National Mailing and Marketing	\$40,000.00	27-Oct-17	27-0ct-18	O Z	O Z
Garema Place Pop Up Micro Park Project	public	O N	works	Glascott Landscape & Civil Pty Ltd	\$39,598.90	30-0ct-17	17-Nov-18	Yes	O Z
Mugga Lane Resource Management Centre Landfill Cells 3/4 Design Finalisation, Area 3 Extension Design and Associated Works	public	O Z	consultancy	GHD Pty Ltd	\$256,520.00	30-0ct-17	09-Oct-20	O Z	O Z
Rural Road Upgrade Program 2016 - 2017 Bo-boyan Road and Smiths Road	public	O Z	works	Cord Civil Pty Ltd	\$909,492.95	31-0ct-17	16-Apr-19	Yes	O Z
Carpark and Rural Roads Grading Maintenance	public	No	works	Cord Civil Pty Ltd	\$312,378.29	01-Nov-17	01-Nov-21	Yes	No
Playground Safety & Compliance Program 2017/18	public	N O	works	Harris Hobbs Land-scapes	\$31,625.00	02-Nov-17	30-Jun-19	Yes	O N
Public Open Space Furniture Upgrades 2017-2018	public	No	works	J&M Kennedy	\$33,373.50	02-Nov-17	28-Feb-19	Yes	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Environmental Site Auditor Services for WBRMC Landfill Rehabili-tation	public	ON O	consultancy	AECOM Australia	\$215,009.00	06-Nov-17	15-Dec-20	O N	0 N
Swept Path Up-grades Package 2	public	No	works	Dale & Hitchcock Civil Engineering & Landscaping	\$465,202.10	07-Nov-17	07-May-19	Yes	O N
Town Centre Improvements Tuggeranong Laneway to Lake Design	public	ON N	consultancy	AECOM Australia	\$66,580.00	08-Nov-17	29-Jun-18	O Z	O Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy			09-Nov-17	08-Nov-20	N O	No
Transport Inte-grated Management System (TIMS)	single select	O Z	services (non-consultancy)	Trapeze Group Asia Pacific	\$400,000.00	09-Nov-17	16-Nov-18	o N	Yes
Community Consultation and Engagement Transport Canberra Buses Operational and Network Re-forms	quotation	O Z	spood	RPS Group	\$195,515.50	09-Nov-17	30-Jun-18	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Verge Advisory	\$242,500.00	09-Nov-17	01-Nov-20	Yes	O N
Town Centre Improvements Kambah Village Design and Construction Superintendence	public	NO N	consultancy	GHD Pty Ltd	\$159,665.00	10-Nov-17	30-Jun-18	o N	O N
Narrabundah Ballpark Upgrade Procurement of Purpose Fitted Shipping Containers	public	O N	works	Canberra Containers Pty Ltd	\$351,046.30	15-Nov-17	24-0ct-18	Yes	O Z
Transport Strategy	public	No	consultancy	WSP	\$445,087.50	15-Nov-17	30-Jun-18	No	No
Yarralumla Nursery Irrigation Pump Upgrade	quotation	O N	works	Easyrain Pty Ltd	\$53,678.00	15-Nov-17	15-Nov-18	Yes	O N
Consultation Design and Superintendency Services - Age Friendly Suburbs Project	public	No	works	RD Gossip Pty Ltd	\$164,886.25	16-Nov-17	30-Jun-19	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	N N	consultancy	Indec Consulting	\$0.00	16-Nov-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Canberra Town Planning	\$0.00	16-Nov-17	01-Nov-20	Yes	No
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Ngamuru Advisory Pty Ltd	\$0.00	16-Nov-17	01-Nov-20	Yes	ON No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Canberra Light Rail - Technical Advisors Panel	public	0 2	consultancy	Randall Barry	\$286,000.00	16-Nov-17	01-Nov-20	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	O Z	consultancy	Infrastructure Advisory Partners Pty Ltd	\$0.00	16-Nov-17	01-Nov-20	Yes	0 Z
Town Centre Improvements: Tuggeranong Anketell Street De-sign and Construction Superintendence	public	O Z	consultancy	Cardno (NSW/ ACT) Pty Ltd	\$119,556.85	20-Nov-17	30-Jun-18	O Z	O Z
Settlement Behaviour of Waste Materials in the Mugga Lane Landfill	single select	O Z	spoog	UNSW Australia	\$74,000.00	20-Nov-17	31-Aug-20	0 Z	Yes
TCCS Security Risk Assessments 2017	quotation	No	services (non- consultancy)	Industry Risk	\$32,395.00	20-Nov-17	20-Dec-17	Yes	No
Provision of Batteries for Action Buses	public	ON.	spoog	Bridgestone Australia Ltd.	\$250,000.00	22-Nov-17	20-Nov-20	No	0 Z
Canberra Light Rail - Technical Advisors Panel	public	0 N	consultancy	TransitGraphics	\$0.00	22-Nov-17	01-Nov-20	Yes	No
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Black Mountain Construction Assurance Pty Ltd	\$0.00	22-Nov-17	01-Nov-20	Yes	o O
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	MJS Commercial Management Pty Ltd	\$0.00	22-Nov-17	01-Nov-20	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Karen Wright Projects	\$0.00	22-Nov-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	TSA Management	\$576,600.00	28-Nov-17	01-Nov-20	Yes	No
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	WSP	\$0.00	28-Nov-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Jacobs Group (Australia) Pty Ltd	\$0.00	28-Nov-17	01-Nov-20	Yes	No
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Strategic Reform	\$0.00	28-Nov-17	01-Nov-20	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	NineSquared	\$0.00	28-Nov-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Ontoit	\$0.00	28-Nov-17	01-Nov-20	Yes	ON.

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Canberra Light Rail - Technical Advisors Panel	public	N O	consultancy	Design Inc Sydney Pty Ltd	\$0.00	28-Nov-17	01-Nov-20	Yes	No
Canberra Light Rail - Technical Advisors Panel	public	NO N	consultancy	Proximity	\$0.00	28-Nov-17	01-Nov-20	Yes	ON No
Gundaroo Drive Gas Main Relocation	single select	No	works	Jemena Asset Management Pty Ltd	\$3,369,700.00	04-Dec-17	30-Nov-18	Yes	0 N
Supply of 40 DDA Compliant Diesel Powered Buses	select	O N	spoog	Scania Australia Pty Ltd	\$23,428,647.00	04-Dec-17	30-Apr-19	O N	Yes
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	peckvonhartel	\$0.00	04-Dec-17	01-Nov-20	Yes	0 N
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	The Communication Link	\$0.00	04-Dec-17	01-Nov-20	Yes	0 Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	RPS Advisory Services Pty Ltd	\$0.00	04-Dec-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	NO N	consultancy	MBB Group Pty Ltd	\$0.00	04-Dec-17	01-Nov-20	Yes	o Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Railpreneur Pty Ltd	\$0.00	04-Dec-17	01-Nov-20	Yes	O N
Canberra Light Rail - Technical Advisors Panel	public	NO No	consultancy	MBMpl Pty Ltd	\$0.00	04-Dec-17	01-Nov-20	Yes	O Z
Resurfacing and Expansion Joint Repairs to Bridge 1301	public	No	consultancy	Complex Civil	\$260,593.82	08-Dec-17	14-Mar-19	Yes	ON.
Bridge Strengthening Program: Design - Package 4	public	O N	consultancy	Northrop Consulting Engineers Pty Ltd	\$546,880.00	11-Dec-17	30-Aug-19	0 Z	0 Z
Principal's Authorised Person (PAP) Consultancy Services For Gundaroo Drive Duplication Stage 2 Barton Highway to Gungahlin Drive	public	O Z	consultancy	Black Mountain Construction Assur-ance Pty Ltd	\$1,782,641.00	12-Dec-17	28-Jul-20	, Kes	O Z
Canberra Light Rail - Technical Advisors Panel	public	O Z	consultancy	Veitch Lister Consulting Pty Ltd	\$0.00	13-Dec-17	01-Nov-20	Yes	0 Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	MRCagney	\$0.00	13-Dec-17	01-Nov-20	Yes	O _N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	PRO Consultants Pty Ltd	\$0.00	13-Dec-17	01-Nov-20	Yes	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Arup	\$0.00	13-Dec-17	01-Nov-20	Yes	O N
Delivery of School Crossing Supervisor Program	public	No	services (non- consultancy)	HOBAN Recruitment	\$548,361.35	14-Dec-17	14-Jun-19	N O	0 Z
Brisbane Avenue Barton Pave-ment Rehabilitation 2017 /2018 Design and Superintendence	public	O N	consultancy	RD Gossip Pty Ltd	\$133,097.10	14-Dec-17	31-Dec-19	Yes	ON
ACT Transport Corridors, Phase One: Regional, Social, Economic and Transportation Analysis	public	N O	consultancy	AECOM Australia	\$650,740.00	15-Dec-17	15-0ct-18	0 Z	o N
Environmental Consultant Services for WBRMC Landfill Rehabili-tation	public	ON	consultancy	GHD Pty Ltd	\$449,845.00	19-Dec-17	31-Dec-20	No	O
Canberra Light Rail - Technical Advisors Panel	public	O Z	consultancy	Ranbury Management Group Pty Ltd	\$370,000.00	22-Dec-17	01-Nov-20	Yes	O Z
Interim Waste Reporting and Data System	select	No	services (non- consultancy)	FINNZ	\$121,785.00	08-Jan-18	30-Jun-19	No	Yes
Canberra Light Rail - Technical Advisors Panel	public	O Z	consultancy	Nova Systems Australia Pty Ltd	\$0.00	08-Jan-18	08-Nov-20	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	WT Partnership Australia Pty Ltd	\$0.00	08-Jan-18	01-Nov-20	Yes	O N
Royal Military College Golf Club, Morshead Drive Screening Landscape Works	public	O N	works	Dan & Dan Land- scaping Pty Ltd	\$89,967.90	11-Jan-18	28-Jun-19	Yes	0
Canberra Light Rail - Technical Advisors Panel	public	ON.	consultancy	Tait Network	\$133,193.28	11-Jan-18	01-Nov-20	Yes	O _N
Canberra Light Rail - Technical Advisors Panel	public	O N	consultancy	Rigby Downs Consulting	\$0.00	11-Jan-18	01-Nov-20	Yes	0 Z
Canberra Light Rail - Technical Advisors Panel	public	No	works	RD Gossip Pty Ltd	\$0.00	11-Jan-18	01-Nov-20	Yes	No
Yarralumla Nursery Power Supply Upgrade	public	0 Z	works	Hughes Contracting & Communications Pty Ltd	\$118,179.00	12-Jan-18	12-Jan-19	Yes	O Z
Alinga Street Taxi Rank Security and Marshal Services	public	No	services (non- consultancy)	Akbar Enterprises Pty Ltd	\$330,000.00	17-Jan-18	31-Jan-21	No	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Superintendence Services Pantowora Street Extension (Construction)	public	ON ON	consultancy	RD Gossip Pty Ltd	\$70,550.00	18-Jan-18	30-Jun-19	Yes	O N
2016 Canberra Strategic Transport Model Calibration	quotation	No	spoog	SMEC Australia	\$208,602.95	19-Jan-18	25-Sep-18	0 N	0 N
Playground Safety and Compliance Program 2017 - 2018	public	O N	works	Pyramid Corporation Pty Ltd	\$228,646.00	23-Jan-18	30-Mar-19	Yes	O N
3D Modelling Services	single select	No	consultancy	Urban Circus Pty. Ltd.	\$280,610.00	24-Jan-18	30-Apr-18	Yes	O N
Faster Bus Travel Bus Stop Upgrades Design and Superintendent Services	public	O N	consultancy	Cardno (NSW/ ACT) Pty Ltd	\$104,456.55	24-Jan-18	16-Dec-19	0 Z	0 Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	EY	\$7,113.00	31-Jan-18	01-Nov-20	No	ON O
Feasibility Study for Expanding the Domestic Animal Service	public	O N	consultancy	Essential Economics Pty Ltd	\$48,675.00	01-Feb-18	31-May-18	Yes	0 Z
Narrabundah Ballpark Upgrade Principal's Authorised Person (PAP) and Contract Administration Services	public	O Z	consultancy	Clarke Keller Pty Ltd	\$149,600.00	02-Feb-18	15-Nov-19	Yes	ON
Canberra Light Rail - Technical Advisors Panel	public	o N	consultancy	SMEC Australia	\$0.00	04-Feb-18	01-Nov-20	Yes	0 Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Pricewaterhouse- Coopers	\$16,500.00	04-Feb-18	01-Nov-20	No	O N
BIF Traffic Signal Control Box Upgrades 2017 / 2018	public	No	works	Ecowise Services	\$195,669.10	09-Feb-18	13-Apr-19	Yes	O N
Bridge Mainte-nance Program 2017 - 2018	public	ON.	works	Complex Civil	\$605,350.46	15-Feb-18	15-Jun-19	Yes	O _N
Canberra Light Rail - Technical Advisors Panel	public	N O	consultancy	Geonosis Pty Ltd	\$0.00	21-Feb-18	01-Nov-20	Yes	O Z
Playgrounds Compliance Safety Upgrades 2017 - 2018 Package B	public	No	works	Pyramid Corporation Pty Ltd	\$108,975.00	22-Feb-18	28-Feb-19	No	NO
Belconnen Workshops Service Pit Upgrades	single select	No	works	Hartex Engineering	\$135,386.80	01-Mar-18	01-Mar-19	N O	O N
Active Travel Community Paths 2017 / 2018 Package 2 Well Station Drive Shared Path Construction Services	public	O Z	works	CB Excavations Pty Ltd	\$287,537.15	01-Mar-18	27-Jun-19	Yes	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Tuggeranong Bus Depot Workshop Steam Clean Hoist	select	N O N	works	Levanta	\$146,278.00	02-Mar-18	02-Mar-19	Yes	O N
Early Works in support of relocation of Telstra underground service	quotation	ON N	works	Simeonov Civil Engineering Pty Ltd	\$138,928.90	02-Mar-18	02-May-18	Yes	N N
Design and Con-struction of 2017- 2019 BIF Expanding the Domestic Animal Services Cat Containment and Priority Upgrades	public	o Z	works	Kynetic Pty Ltd	\$886,761.70	08-Mar-18	29-Mar-19	Yes	O Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	AECOM Australia	\$0.00	09-Mar-18	01-Nov-20	No	O N
Narrabundah Ballpark Upgrade Construction Services	public	O N	works	ABA Construction Managers (Aust) Pty Ltd	\$4,241,062.92	13-Mar-18	28-Jun-19	Yes	O Z
John Gorton Drive Stage 3B - Early Works Telstra Service Relocation	public	O N	works	Telstra Corporation Limited	\$247,600.46	14-Mar-18	24-Dec-19	No	Yes
Shade Sails and Water Stations - Coombs and Wright	public	No	works	RAM Constructions	\$360,661.40	16-Mar-18	28-Jun-19	Yes	NO No
Install of Goalposts	quotation	No	services (non-consultancy)	Lou's Bobcat Hire	\$36,036.00	18-Mar-18	09-Apr-18	Yes	No
Workshop Mobile Wheel Lift Jacks	quotation	O N	spoog	Levanta Superior Workshop Solutions	\$165,396.00	19-Mar-18	18-Jul-18	O N	O Z
Review of Bus Depreciation Methodology and Internal Re-valuations	quotation	O N	consultancy	Bellchambers Bar-rett Pty Ltd	\$34,375.00	19-Mar-18	30-Jul-18	Yes	O N
Design (To the Extent Specified) and Construction of Horse Park Drive Duplication for Segment 1 (Federal Highway to Well Station Drive) and Associated Works	public	O Z	works	ВМБ	\$12,403,593.82	19-Mar-18	20-May-19	0 Z	O Z
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	SNC-Lavalin Australia Pty Ltd	\$556,600.00	20-Mar-18	01-Nov-20	Yes	No
Faster Bus Travel Bus Stop 4522	single select	No	works	Kuna Contractors Pty Ltd	\$16,524.30	21-Mar-18	11-Apr-19	Yes	ON.

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Traffic Management Services	public	ON O	works	K&D Traffic Management Pty Ltd	\$955,709.41	23-Mar-18	19-Mar-21	Yes	O N
Construction of Federal Highway and Old Well Station Road Intersection Signalisation Upgrade	public	O N	works	Complex Civil	\$2,751,565.55	26-Mar-18	30-Aug-19	O N	O N
Construction Pantowora Street Extension	public	No	works	Cord Civil Pty Ltd	\$1,063,832.84	27-Mar-18	31-Jul-19	O N	No
Mugga Lane Resource Management Centre Superintend- ence of Haul Road Construction	public	O Z	works	SMEC Australia	\$131,910.90	27-Mar-18	27-Sep-19	O Z	0 Z
Panel of Suppliers for Urban Tree Removal Services	public	No	services (non- consultancy)	ACT Tree Felling	\$0.00	29-Mar-18	30-Apr-19	Yes	No
Panel of Suppliers for Urban Tree Removal Services	public	No	services (non- consultancy)	TreeServe Pty Ltd	\$0.00	29-Mar-18	30-Apr-19	Yes	ON.
Panel of Suppliers for Urban Tree Removal Services	public	No	services (non- consultancy)	Elite tree and stump grinding	\$0.00	29-Mar-18	30-Apr-19	Yes	ON O
Preliminary Design Consultancy for the New Woden Bus Depot	public	No	consultancy	Guida Moseley Brown Architects	\$132,495.00	05-Apr-18	30-Mar-18	Yes	ON.
ACT Streetlights Project - Energy Efficiency and Smart City Upgrades	public	O Z	consultancy	Electrix Pty Ltd	\$85,909,091.00	06-Apr-18	30-Apr-25	O Z	0 Z
Review of Depreciation Forecasting Methodology	quotation	N O	consultancy	ΕΥ	\$27,500.00	10-Apr-18	03-Jul-18	No	N O
Gundaroo Drive Duplication Stage 2 Construction Barton Highway to Gun-gahlin Drive	public	N O	works	Woden Contractors Pty Ltd	\$21,719,374.27	10-Apr-18	21-Apr-20	ON N	O N
ACTGOV VP101944	quotation	No	consultancy	AON Risk Services Australia Limited	\$157,190.00	18-Apr-18	30-Sep-18	No	NO No
Australian National Risk As-sessment Model (ANRAM)	single select	O N	consultancy	Australian Road Re-search Board (ARRB)	\$139,920.00	18-Apr-18	20-Apr-19	O Z	Yes
Flemington Road and Morisset Road Flooding Assessment and Protection	public	O N	consultancy	SMEC Australia	\$126,244.00	18-Apr-18	06-Jul-18	O Z	0 Z
Mugga Lane Re-source Management Centre Landfill Cells 3 and 4 Haul Road	public	No	works	Dale & Hitchcock Civil Engineering & Landscaping	\$3,434,463.00	20-Apr-18	09-Nov-19	Yes	No

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	ON O	services (non- consultancy)			24-Apr-18	11-Dec-20	<u>8</u>	ON N
Old Well Station Road Pavement Rehabilitation 2017/2018 Design and SuperIntendence	public	No	consultancy	Cardno (NSW/ ACT) Pty Ltd	\$119,006.00	24-Apr-18	30-Jun-20	O N	O Z
Installation of Security Fencing at Belconnen Bus Depot	select	N N	works	Perimetech Pty Ltd	\$93,500.00	24-Apr-18	24-Apr-19	Yes	O N
Installation of Security Fencing at Deakin Parks Depot	select	No	works	Perimetech Pty Ltd	\$51,334.80	24-Apr-18	24-Apr-19	Yes	No
Security Fencing Tuggeranong Bus Depot	select	No	works	Custom Fencing	\$132,000.00	24-Apr-18	24-Apr-19	Yes	N O
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	O N	services (non- consultancy)	Develin Engineering	\$0.00	24-Apr-18	11-Dec-20	Yes	O N
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	O N	services (non- consultancy)	Citywide	\$0.00	24-Apr-18	11-Dec-20	Yes	O Z
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	No	services (non- consultancy)	Superb Asset Management	\$0.00	24-Apr-18	11-Dec-20	Yes	O Z
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	O N	services (non- consultancy)	Dan & Dan Landscaping Pty Ltd	\$0.00	24-Apr-18	11-Dec-20	Yes	O Z
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	O Z	services (non- consultancy)	BURGESS Horticultural Services (BURHOR)	\$0.00	24-Apr-18	11-Dec-20	Yes	O N
Security Fencing Charnwood City Services Depot	quotation	No	works	Custom Fencing	\$50,133.00	27-Apr-18	27-Apr-19	Yes	No
Demand responsive, flexible and fit for purpose transport services in the ACT.	select	NO	consultancy	MRCagney	\$76,670.00	01-May-18	01-May-18	O N	Yes
Open Panel for Seasonal Tree Planting Services within the Urban Areas of Canberra	public	O N	services (non- consultancy)	Treeworks	\$0.00	01-May-18	11-Dec-20	Yes	O N
Supply of MyWay Cards and the Provision of MyWay Bureau Services	single select	No	services (non- consultancy)	Monitor WA Pty Ltd	\$100,000.00	02-May-18	06-May-19	0 N	Yes

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Narrabundah College Modernisation Program Joinery Trade Package 2	public	ON O	works	Touchstone Joinery Pty Limited	\$141,115.60	03-May-18	07-Jun-19	Yes	0 N
Provision of Light Rail Operations and Infrastructure Development Officer	public	No	consultancy	TSA Management	\$200,000.00	07-May-18	20-Dec-18	N O	0 V
2017/2018 Age Friendly Suburbs Works - Page	public	O Z	works	Henness Concreting Contractors	\$153,916.59	08-May-18	26-Jun-19	Yes	0 Z
Building a Better City, Carpark Resurfacing Program, Yarralumla Dog Park & Weston Park	public	No	works	Simeonov Civil En-gineering Pty Ltd	\$559,044.44	08-May-18	01-Jul-19	0 Z	0 V
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Lee Noble	\$0.00	09-May-18	01-Nov-20	NO No	NO No
Demolition and Remediation of the Existing Woden Bus Depot	public	O N	works	AGH Demolition & Asbestos Removal Pty Ltd	\$2,914,438.00	16-May-18	05-Sep-18	Yes	o Z
Bridge Strengthening Program: Design and Construction Superintendence - Package 5	public	O Z	consultancy	SMEC Australia	\$206,549.00	17-May-18	01-Jun-20	0 Z	0 Z
Faster Bus Travel Stops 2596, 2598 and 4567	public	No	works	Kuna Contractors Pty Ltd	\$67,557.00	17-May-18	30-Jun-18	No	NO
The Transport Canberra Public Information Campaign	public	N O	services (non- consultancy)	CRE8IVE	\$199,848.00	17-May-18	31-Mar-19	Yes	NO N
Canberra Light Rail - Technical Advisors Panel	public	No	consultancy	Newgate Communications	\$0.00	17-May-18	01-Nov-20	No	No
Security Wall Construction Bridge 1117, Lathlain Street, Belconnen	public	NO N	works	Simeonov Civil En-gineering Pty Ltd	\$121,066.55	18-May-18	30-Jun-19	0 Z	O N
Weston Creek Dog Park Land- scape Package	public	O N	works	Able Landscaping Pty Ltd	\$219,998.35	25-May-18	28-Jun-19	o N	O _N
Knox Street to Antill Street Trail Improvements	public	O N	works	Biajag Constructions Pty Ltd	\$120,935.98	29-May-18	26-Jun-19	Yes	0 Z
Panel Procurement processes	public	No	services (non- consultancy)	Synergy Group Aus-tralia Pty Ltd	\$16,000.00	29-May-18	30-Jun-18	No	No
2017/2018 Age Friendly Suburbs Works - Hughes	public	No	works	Kuna Contractors Pty Ltd	\$186,340.00	30-May-18	18-Jul-19	Yes	NO
Construction Beltana Road Culvert Upgrade Works, Piallago BIF 2017/2018	public	No	works	Complex Civil	\$1,066,236.71	31-May-18	26-Sep-19	Yes	O N

Contract Title	Procurement Methodology	Social Pro-curement	Procure-ment Type	Contractor Name	Contract Amount	Executive Date	Expire Date	Small to Medium Enterprise	Exemption from Quotation
Streetlight Asset Detailed Facility Study	public	O Z	consultancy	Illuminact Pty Ltd	\$250,000.00	04-Jun-18	08-Aug-17	o N	O Z
New Bus Network 2018-19	select	No	consultancy	M R Cagney Pty Ltd	\$200,000.00	04-Jun-18	01-Sep-18	No	Yes
Black Spot Programme 2017/2018 - Package 1	public	No	works	Capital Lines & Signs	\$81,381.11	04-Jun-18	02-Jul-19	Yes	ON.
More Local Parks, Giralang Play Space 2017-18	public	O N	works	Pyramid Corporation Pty Limited	\$124,184.00	06-Jun-18	08-Jul-19	o N	N O
Road Pavement Assessments 2018-2021 (Con-sultant Service)	public	O Z	consultancy	Calibre Consulting (ACT) Pty Ltd	\$832,095.00	08-Jun-18	30-May-21	Yes	O N
Black Spot Pro-gramme 2017/2018 - Package 2	public	O N	works	Simeonov Civil En-gineering Pty Ltd	\$435,021.93	12-Jun-18	23-Jul-19	o N	N O
Concrete Works Maintenance, Repairs and Replacement	public	No	works	JSK Excavations Pty Ltd	\$128,516.70	13-Jun-18	30-Jul-19	Yes	ON.
Supply and in-stallation of Automatic Number Plate Recognition Cameras and associated infrastructure	select	o Z	works	GATSO	\$296,980.49	15-Jun-18	24-Aug-19	O N	O Z
Asset Management System	public	No	services (non- consultancy)	ASSETIC Pty Ltd	\$1,450,416.00	18-Jun-18	17-Jun-21	N _O	O _N
Industry Development Opportunities Through Business Support Services	single select	N	services (non- consultancy)	Canberra Business Chamber	\$200,000.00	21-Jun-18	30-Jun-19	Yes	N O
Faster Bus Travel Stops - Bus Stop Upgrades on Captain Cook Crescent Manuka (Stops 2371 and 2372)	public	o Z	works	Kuna Contractors Pty Ltd	\$63,210.40	22-Jun-18	29-Jul-19	Yes	O N
Active Travel / Active Streets - Longstaff Street Lyneham Foot-path	select	N	works	Butterfly Construc-tions Pty Ltd	\$56,383.80	22-Jun-18	15-Jul-19	Yes	O N
Workshop Inventory Management System Consultancy	quotation	No	consultancy	Apis Group Pty Lim-ited	\$63,316.00	28-Jun-18	30-Sep-18	No No	No
Hawker District Playing Fields - Irrigation System Upgrade	public	O _N	works	ABA Construction Managers (Aust) Pty Ltd	\$545,968.36	28-Jun-18	05-Sep-19	O N	ON.

APPENDIX 2: SUBSUMED REPORTS

APPENDIX 2:

APPENDIX 2: SUBSUMED REPORTS

The following are declared public authorities that are required to provide their annual reports as a subsumed report to the TCCS Annual Report.

The ACT Public Cemeteries Authority is also a declared authority whose report is in Volume 2 as an annexed report.

- > Subsumed Report ACT Veterinary Surgeons Board; and
- > Subsumed Report Animal Welfare Authority.



Subsumed Report - ACT Veterinary Surgeons Board

The ACT Veterinary Surgeons Board (the Board) is a statutory board established under the Veterinary Surgeons Act 2015, and has a broad range of responsibilities including:

- > ensuring that the interests of the public and the welfare of animals in the ACT are protected through the continuing development of professional standards for veterinary surgeons;
- > registration of appropriately qualified persons as veterinary surgeons, including specialists, enabling them to practise veterinary surgery in the ACT;
- > investigating complaints against registered veterinary surgeons or specialists and general monitoring of the conduct of the profession in the ACT;
- > licensing veterinary premises in accord with standards of practice;
- > advising the government, through the Minister for Transport and City Services, agencies and interest groups on matters relating to veterinary surgery and practice in the ACT;
- > conducting inquiries to ensure the professional standards for veterinary surgeons are met and maintained; and
- > engaging with other States and Territories on veterinary practice, as well as representing the ACT through peak industry bodies.

The Board comprises seven members with four appointed by the Minister for Transport and City Services including the President and the Community Representative. The other three members are elected by the veterinary profession from within the ACT. With the exception of the Community Representative, all members are registered veterinary surgeons in the ACT. Board membership during the reporting period is tabled below.

TABLE 37: MINISTERIAL APPOINTMENTS

Name	Position on board	Date appointed	Appointment expiry
Dr Sarah Webb	President Acting Member	14 May 2015 21 August 2017	13 May 2019 31 March 2018
Dr Steven Roberts	Deputy President President	11 August 2016 20 October 2017	19 October 2017 19 October 2019
Dr Delwyn Fenby	Board Member	14 May 2015	11 October 2017 (resigned)
Ms Eileen Jerga, AM	Community Representative	2 June 2015	1 June 2019
Dr Melanie Latter	Acting Member	18 April 2018	30 June 2018

Dr Delwyn Fenby resigned from the ministerial appointment as of 11 October 2017 due to a relocation overseas. Dr Sarah Webb's appointment as acting member expired 31 March 2018 and was replaced by acting member Dr Melanie Latter, which then expired on 30 June 2018.

TABLE 38: ELECTED MEMBERS

Name	Position on board	Date elected	Election expiry
Dr John Aspley- Davis	Board Member	24 October 2013	18 October 2017
Dr Allen Bryce	Board Member (re-elected)	21 July 2015 19 October 2017	23 October 2017 18 October 2021
Dr Eloise Koelmeyer	Board Member (re-elected)	21 July 2015 19 October 2017	23 October 2017 18 October 2021
Dr Peter Gibbs	Board Member	19 October 2017	18 October 2021

Following an election process, Dr Peter Gibbs was elected as a member commencing on 19 October 2017.

Dr John Aspley-Davis was not re-elected and his membership as an elected member ceased on 18 October 2017.

The Board usually meets on the last Friday of each month with the exception of December, or as noted below. In 2017-18, the Board met on 11 occasions with attendance outlined in Table 39.

TABLE 39: BOARD MEMBER ATTENDANCE

Name	Jul	Aug	Sep	Oct	Nov	Jan	Feb	Mar ¹	Apr	May	Jun²
John Aspley-Davis	✓	✓	✓								
Allen Bryce	X	Х	Х	✓	✓	✓	✓	✓	✓	✓	✓
Delwyn Fenby	X	Х	✓								
Eloise Koelmeyer	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Х
Steven Roberts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sarah Webb	✓	✓	✓	✓	✓	✓	✓	✓			
Eileen Jerga, AM	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Peter Gibbs				✓	✓	✓	✓	✓	✓	✓	✓
Melanie Latter									✓	Χ	✓

Notes:

- 1. The March meeting was held on 23 March 2018 due to the Easter break.
- 2. The June meeting was held on 22 June 2018 due to availability of members on 29 June 2018.

The secretariat is provided by TCCS within the Governance and Ministerial Services Branch. The secretariat provides a critical function in the day-to-day administration of the Board's affairs.

Following a legislative review of the *Veterinary Surgeons Act 2015*, the *Veterinary Surgeons Regulations 2015* and *Veterinary Surgeons Standards Statement 2015* in 2016-17, the ACT Government has developed a proposed Veterinary Practice Bill 2018 (Bill). The Bill was introduced to the ACT Legislative Assembly in May 2018 and is awaiting debate.

The objective of the ACT's review of veterinary legislation was to improve the administrative functions and performance of the legislation in regulating and registering veterinary practitioners. The final proposed Bill was developed based on the outcomes of the review and consultation. The Bill:

- > provides enhanced powers for the Veterinary Practice Board (VP Board) when managing complaints to better identify and address malpractice in the sector, and to take action appropriate to the severity and effect of non-compliance;
- > removes regulatory burdens to improve timeliness and efficiency of complaint resolution, to address malpractice in the sector promptly;
- > increases accountability of the VP Board through legislated performance indicators to provide the community and the profession with greater assurance that the VP Board is working in line with its legislative duties and performing efficiently;
- > increases public reporting on registrations, and new reporting on complaints and enforcement work, to provide the profession and the public with easily accessible information to make informed decisions;
- > creates thorough and intelligible legislation to improve the productivity of the VP Board and the profession as a whole; and
- > better incorporate industry productivity considerations by allowing veterinary practitioners to move in and out of the ACT with deemed registration under national recognition of veterinary registration, where state registration boards recognise the registration of veterinarians from other states and territories.

Consultation on the proposed Bill was carried out with the veterinary profession and the community from 24 October to 8 December 2017. The consultation provided detailed information on the Bill via the Board's website, a media release, and a face-to-face consultation session on 9 November 2017. The profession and community were invited to send their comments on the proposed Bill via email to the Board and TCCS for consideration.

At 30 June 2018, there were 370 practising veterinary surgeons, including specialists, registered in the ACT. The Board recognises the diversity of the veterinary profession in the ACT, including those in public service and private practice.

TABLE 40: REGISTRANTS BY YEAR

2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
256	245	310	297	336	381	370

As at 30 June 2018, there were 42 veterinary premises registered in the ACT. As a result of the review of the ACT veterinary legislation, and particularly the definitions of veterinary premises, the Board waived all registration fees for veterinary premises in the 2017-18 financial year.

The Board expects high standards of professional behaviour from veterinary surgeons in the ACT. This includes maintaining professional standards of practice, professional indemnity insurance and continuing professional development. Continuing professional development is compulsory for registered veterinary surgeons in the ACT and helps to maintain public confidence in the profession as well as assisting veterinary surgeons meet the required standards of practice for ongoing and relevant professional development, consistent with the nature of practice in which they are involved.

The Board received 11 new complaints in the 2017-18 year. Eight were resolved and three remain under active management. The complaints process is thorough and involves independent joint consideration with the Health Services Commissioner within the Human Rights Commission (HRC). It is mandatory for the Board and the HRC to notify each other of complaints received regarding veterinary surgeons. The role of the Board in reviewing complaints is to consider whether standards of veterinary practice have been contravened. The HRC through the complaints process can provide a conciliatory service between the complainant and the veterinary surgeon. This process allows reciprocal management of veterinary complaints that ensures support is available to both complainants and veterinary surgeons going through the process. The Board is also available to meet with complainants on request.

The Board is not a Territory Authority for the purposes of the Financial Management Act 1996. The Board is selffunded and contributes 50 per cent for one administration officer. The Board's finances are also managed by TCCS on the Board's behalf and are subject to audit by the ACT Audit Office.

TABLE 41: CASH AT BANK AS AT 30 JUNE 2018

Cash at Bank Balance 1 July 2017 (as per the reported closing cash at bank balance in the 2016-17 Annual Report)	290,947
Less cash deposits received but not transferred to the Veterinary Surgeons Board bank account at the 30 June 2018 balance date	13,102
Cash Inflows 2017-18	156,071
Cash Outflows 2017-18	80,883
Cash at Bank Balance 30 June 2018	366,135

The Board continues to maintain its membership of the Australasian Veterinary Boards Council (AVBC) and is an active contributor in the discussion and development of the veterinary profession within Australia and New Zealand. Dr Allen Bryce is the ACT representative on the AVBC.

The AVBC meets regularly via teleconference throughout the year with the face to face Annual General Meeting (AGM) held this year in Brisbane. The AGM is attended by State, Territory and New Zealand Board representatives to discuss issues of national interest to the veterinary profession. The Executive Officer attends the AVBC AGM.

Further information may be obtained from the Executive Officer, ACT Veterinary Surgeons Board, GPO Box 158 Canberra ACT 2601. Email address TCCS.vetboard@act.gov.au, or by contacting (02) 6207 0012.

Subsumed Report - Animal Welfare Authority

In 2017-18, TCCS was the ACT Government's lead agency for animal welfare and administered the *Animal Welfare Act* 1992 (AW Act), which regulates offences such as animal cruelty.

The AW Act has a range of enforcement powers to promote and monitor acceptable standards of care, and protect animals from cruelty or welfare offences.

The Executive Director, City Places and Infrastructure within TCCS was the appointed Animal Welfare Authority for the ACT.

The government continued its service funding agreement with RSPCA ACT to provide animal welfare services including the provision of authorised inspectors under the AW Act.

As at 30 June 2018, 40 employees of the ACT Government, six inspectors from RSPCA, and all sworn ACT Police officers were appointed as inspectors under the AW Act.

The Animal Welfare Advisory Committee (AWAC) is a statutory committee established under section 109 of the AW Act.

The AWAC met on ten occasions in 2017-18 and undertook the following activities:

- > advised the Minister for Transport and City Services on animal welfare matters;
- > collaborated with TCCS in progressing actions under the *Animal Welfare & Management Strategy 2017-2022*, including conducting a review of animal welfare and management laws in the ACT; and
- > progressed the following Codes of Practice:
 - Welfare of Native Wildlife (Rescue, Rehabilitation and Release);
 - Private Keeping of Native Reptiles;
 - Care and Welfare of Cats;
 - Keeping and Breeding of Racing Greyhounds;
 - Land Transport of Livestock;
 - Care and Welfare of Small Mammals as Pets;
 - · Welfare of Horses;
 - · Cattle; and
 - · Sheep.

Permits, investigations and prosecutions

In 2017-18, the Animal Welfare Authority issued:

- > one circus permit;
- > three licences for the use or breeding of animals for the purpose of research or teaching; and
- > two commercial trapping permits.

During 2017-18, the RSPCA received 1,012 cases complaints/referrals in relation to animal welfare. Inspectors attended 988 of these matters, which resulted in prosecution of 12 individuals for 20 varying offences.

As at 1 July 2018, there were three cases before the courts.

Glossary

Terms, Acronyms and Abbreviations

ACTIA ACT Insurance Authority

ACTPS ACT Public Sector

Attraction and Retention Incentives ARins

ASBA Australian School-Based Apprenticeships

AVBC Australasian Veterinary Boards Council

AWAs Australian Workplace Agreements

BA **Building Applications**

CDS Container Deposit Scheme

CMTEDD Chief Ministers, Treasury and Economic Development Directorate

Development Applications DA

EBAs Enterprise Bargaining Agreements

EPSDD Environment, Planning and Sustainable Development Directorate

FOGO Food organics, garden organics

GNSS Global Navigation Satellite Systems

HRC **Human Rights Commission**

HSR Health and Safety Representatives

JACS Justice and Community Safety Directorate

LANN Land Access and Activity Notices

LTIFRs Lost-time injury frequency rates

RAP Reconciliation Action Plan

RED Respect, Equity and Diversity Framework

SAMP Strategic Asset Management Plan

SERBIR Senior Executive Responsible for Business Integrity Risk

TCCS Transport Canberra and City Services Directorate

WHO HEAT World Health Organisation Health Economic Assessment Tool

WHS Work Health and Safety

Document references

Document Title	Reference				
ACT Electricity Emissions Factor Report	https://www.environment.act.gov.au/cc/acts-greenhouse-gas-emissions/measuring-act-electricity-emissions				
ACTPS Integrity Policy	www.cmd.act.gov.au				
ACTPS Work Health and Safety Policy Statement	https://www.cmtedd.act.gov.au/ data/assets/pdf_file/0007/883852/ACT-PS-Work-Health-And-Safety-Policy-Statement.pdf				
Animal Welfare Act 1992	https://www.legislation.act.gov.au/a/1992-45/				
Animal Welfare & Management Strategy 2017-2022	https://www.tccs.act.gov.au/ data/assets/pdf_file/0016/1106008/17-373-Attachment-A-Animal-Welfare-and-Management-Strategy-Final.PDF				
Annual Reports (Government Agencies) Notice 2017	https://www.legislation.act.gov.au/ni/2017-280/				
Carbon Neutral ACT Government Framework	https://www.environment.act.gov.au/ data/assets/pdf file/0007/1163239/ Carbon-Neutral-ACT-Government-Framework_Accessible_2014.pdf				
Climate Change and Greenhouse Gas Reduction Act 2010	https://www.legislation.act.gov.au/a/2010-41/				
Disability Discrimination Act 1992 (Cwth)	https://www.legislation.gov.au/Series/C2004A04426				
Government Procurement Act 2001	https://www.legislation.act.gov.au/a/2001-28/				
Government Procurement Regulation 2007	https://www.legislation.act.gov.au/sl/2007-29/				
Government Risk Management Policy	https://apps.treasury.act.gov.au/insurance-and-risk-management/risk-management				
Libraries ACT	https://www.library.act.gov.au/				
Public Sector Management Standards	https://www.legislation.act.gov.au/di/2006-187/default.asp				
Transport for Canberra – Transport for a sustainable city 2012-2031	https://www.transport.act.gov.au/ data/assets/pdf file/0007/887245/ Pages from EDS ACT Transport Policy FA final web.pdf				
Tree Protection Act 2005	https://www.legislation.act.gov.au/a/2005-51/				
Veterinary Surgeons Regulations 2015	https://www.legislation.act.gov.au/a/2015-29/				
Veterinary Surgeons Standards Statement 2015	https://www.legislation.act.gov.au/sl/2015-39/				
Waste Management and Resource Recovery Act 2016	https://www.legislation.act.gov.au/a/2016-51/				
World Health Organisation Health Economic Assessment Tool (WHO HEAT)	http://www.euro.who.int/en/publications/abstracts/health-economic-assessment-tool-heat-for-walking-and-for-cyclingmethods-and-user-guide-on-physical-activity,-air-pollution,-injuries-and-carbon-impact-assessments-2017				
Work Health and Safety Act 2011	https://www.legislation.act.gov.au/a/2011-35/ni.asp				

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