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Note: Forests NSW are subject to the reporting requirements of the Annual Reports (Statutory Bodies) Act, and are required to produce a separate annual report under that Act. Unless otherwise indicated, the information reported in these appendices does not include information relating to Forests NSW.

1. Executive performance



Barry Buffier (BRurSc (Hons), MEd)

Director-General and Commissioner for Forests

SES Level 8

Total remuneration package: \$393 600

Mr Barry Buffier was appointed to the position of Director-General on the formation of the new Department of Primary Industries on 1 July 2004. The Minister for Primary Industries, the Hon. Ian Macdonald MLC, was satisfied that during 2004-05 Mr Buffier provided a high level of leadership in setting the strategic direction for the new organisation and met all the established performance criteria.

During the year the Director-General took the lead role in:

- establishing an integrated organisation by effectively setting and communicating the strategic direction and priorities to staff and key stakeholders
- developing and implementing frameworks for sound corporate governance including corporate and strategic planning, regular reporting against established milestones and targets, risk management and internal audit
- ensuring the responsible management of government and other funding provided to the Department
- successfully representing the interests of primary industries in NSW through participation in the Primary Industries Ministerial Council, the Primary Industries Standing Committee, the Natural Resource Management Ministerial Council, and the Natural Resource Management Standing Committee
- positioning NSW DPI science and research to meet stakeholder expectations by conducting a stakeholder analysis of science and research strategic directions, establishing priorities for research investment, and integrating science and research across NSW DPI businesses
- integrating the delivery of services to the agriculture, fisheries and private forestry industries and developing a strategic plan for industry development and extension services with input from key industry representatives
- successfully relocating the Mineral Resources Division to purpose-built accommodation in Maitland whilst maintaining a high level of service delivery through the period of disruption
- developing new revenue streams and achieving sustainable operating and capital expenditure savings in Forests NSW to deliver improved dividend payments to Government
- successfully responding to a number of natural disasters and emergencies including the drought and the largest plague locust campaign on record.

Credit Card Certification

Credit card use in the NSW Department of Primary Industries has been in accordance with the Premier's Memoranda and Treasurer's Directions.

Barry Buffier

Director-General



Dr Richard F Sheldrake (BScAgr, MScAgr, PhD, FASM)

Deputy Director-General, Agriculture, Fisheries and Regional Relations

Chief Executive, NSW Rural Assistance Authority

SES Level 7

Total remuneration package: \$306 644

Period in position: July 2004 to June 2005

I am satisfied that Dr Richard Sheldrake met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Deputy Director-General, Agriculture, Fisheries and Regional Relations Dr Sheldrake was responsible for:

- leading and managing the Department's responsibilities in relation to fisheries management, agricultural extension and education, animal welfare and the delivery of the Department's regional relations
- chairing the Department's Risk Management Committee and participating as a Board of Management representative on the Department's Audit Committee
- overseeing the Department's primary industries export development initiative into China, Japan and Korea as Director, PRIMEX

1. Executive performance (continued)

- coordinating management reviews of the Department's administration of fisheries closures, administration of abalone and lobster shares and the future management of agriculture and fisheries environment and habitat management officers in regional NSW
- overseeing the introduction of PROfarm, the Department's initiative to ensure NSW farmers have access to up-to-date and relevant technical information
- leading the Department's implementation of the cattle national livestock identification system (NLIS), which took full effect on July 2005, and planning implementation of the sheep NLIS in January 2006
- working closely with the Ovine Johne's Disease Advisory Committee and overseeing the development of the Ovine Johne's Disease transaction levy which commenced on 1 October 2005
- overseeing industry development initiatives in a wide range of industries with a view to promoting industry profitability by adopting new technologies and opening up new markets. Examples include the wine, horticulture, lamb, seafood industries, and farm forestry
- representing the Department as a Deputy Commissioner on the Murray Darling Basin Commission and working closely with the Department of Infrastructure, Planning and Natural Resources to ensure agriculture and resource management issues were harmonised
- at a national level, chairing the Primary Industries Health Committee, participating as a member of the National Exotic Disease Simulation Exercise Steering Committee (Eleusis) and representing the interests of the state and territory stakeholders as a Director of Animal Health Australia Ltd.



Alan Coutts (BCom, DipEd)

Deputy Director-General, Mineral Resources

SES Level 6

Total remuneration package: \$257 000

Period in position: July 2004 to June 2005

I am satisfied that Mr Alan Coutts met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Deputy Director-General, Mineral Resources Mr Coutts was responsible for:

- assisting the Director-General in the overall management of the new department and providing leadership of the Mineral Resources Division of the Department
- Member of the Board of Management, member of the Budget Committee, Risk Management Committee, Corporate Services Reform Committee and Audit Committee.
- Chairman, Mine Subsidence Board and Member, Coal Compensation Board.
- Member of the Standing Committee of Officials for the Ministerial Council on Minerals and Petroleum Resources.
- Key achievements include the successful relocation of the Mineral Resources staff from St Leonards to Maitland in November last year and the opening of the new Mine Safety Technology Centre in nearby Thornton. The Mineral Resources Division has undergone significant change over the reporting period and a number of new staff have replaced those who left during the Maitland relocation. Prudent business continuity planning in the lead up to the relocation ensured the Division continued to service its stakeholder needs
- The Deputy Director-General also oversaw the Department's contribution to the Wran Review of Mine Safety, along with the Executive Director, Biosecurity, Compliance and Mine Safety. A number of significant mining projects received approval over the period and the Department commenced its largest airborne geophysical survey in the State's far west with a \$1.6 million contract awarded in March this year.
- Amendments were made to the Coal Compensation Scheme to bring about savings and to enable the scheme to be completed by March 2007. A white paper proposing amendments to the environmental provision of the *Mining Act 1992* was also approved by Cabinet and released for public consultation.
- The Deputy Director-General also paid particular attention to the resolution of a range of strategic issues, such as land use, environmental management, stakeholder liaison and whole-of-government approaches to approvals and natural resource management.

1. Executive performance (continued)



Peter Duncan

Chief Executive, Primary Industries Trading incorporating Forests NSW

SES Level 6

Total remuneration package: \$250 000

Period in position: July 2004 to June 2005

The Chief Executive, Peter Duncan, is accountable to me for performing a variety of functions as required under the *Forestry Act 1916* and for implementing government policy.

I am satisfied that Mr Peter Duncan met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

Achievements over the last 12 months include:

- delivery of the '2004 mini budget' distribution of \$32.5 million to Government
- integration of Forests NSW as a trading enterprise within the NSW Department of Primary Industries
- development and roll-out of a new comprehensive safety management system across Forests NSW
- establishment of the Business Review Unit (BRU) to consolidate and enhance work already commenced on improved financial systems and controls throughout the organisation. The BRU and senior management team have developed strategies to meet additional mini budget dividends, for the next four years
- a revenue of more than \$1.5 million from the world's first trade of carbon credits arising from sequestration in forests in an approved greenhouse gas abatement scheme
- establishment and re-establishment of 8020 hectares of plantations. This includes 850 hectares through a Managed Investment Scheme with Australian Forest Management Pty Ltd, a subsidiary of Rothschild
- finalisation of Wood Supply Agreements for high quality sawlogs on the North Coast following the 2003 National Parks decision
- development and public exhibition of draft Ecologically Sustainable Forest Management plans covering the next five years
- development of the *Living, working, playing ... forests* recreation strategy to encourage safe and responsible use of state forests for recreational purposes.



Dr Michael Lawrence Curll (PSM, WDA, BRurSc, MAgSc, PhD)

Deputy Director-General, Science and Research

SES Level 6

Total remuneration package: \$245 000

Period in position: July 2004 to June 2005

I am satisfied that Dr Mike Curll met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Deputy Director-General, Science and Research Dr Curll was responsible for:

- assisting the Director-General in planning and management of the Department to partner in the development of profitable and sustainable primary industries building vibrant communities
- leading and managing all aspects of agriculture, forestry, fisheries and mineral resources science and research to achieve government, industry and community expectations of public and private sector investment in primary industries science and technology
- establishing new service delivery arrangements for science and research through creation of a branch structure of rural innovation, systems research, health sciences, production research, natural resources research and research operations
- developing the *Primary Industries Science and Research Strategic Directions* statement involving a review of research capacity, a framework for investment and identification of research priorities
- ensuring effective relationship management with key stakeholders and investment partners, including creation of formal alliances with university partners and research corporations, and support to the Ministerial Advisory Council on

1. Executive performance (continued)

Primary Industries Sciences and the NSW Agricultural Advisory Council on Gene Technology

- overseeing the development of science and research policy at state, national and international levels, including innovative science solutions to enhance public policy

- building the research capacity of the Department through development and support of *Towards 2020*, a major program aimed at reinvesting funds into new facilities and technologies at strategically located centres across NSW.



Renata Brooks (BVSc (Hons), Grad Cert Bioethics)

Executive Director, Biosecurity, Compliance and Mine Safety

SES Level 5

Total remuneration package: \$207 500

Period in position: July 2004 to June 2005

I am satisfied that Ms Renata Brooks met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Executive Director, Biosecurity, Compliance and Mine Safety Ms Brooks was responsible for:

- leading and managing the Department's responsibilities in relation to biosecurity, emergency response, compliance and mine safety policy and performance
- chairing the Human Resources Committee and sponsoring development of a women's employment strategy as a member of the Department's Board of Management
- overseeing the delivery of the largest locust control campaign in NSW history in collaboration with Rural Lands Protection Boards, landholders and other agencies, saving \$1 billion worth of crops at a cost of \$21.3 million
- commencing integration of NSW DPI compliance functions through structural and operational changes, including processes to ensure consistent and transparent approaches to enforcement
- overseeing delivery of major responses to the freshwater aquatic weed, salvinia, through a \$1.3 million program, and to the marine weed, *Caulerpa taxifolia*
- working with the Rural Lands Protection Board system to establishing a more effective regional framework for the delivery of animal biosecurity outcomes
- overseeing the development of legislation to underpin the Government's policy approach to mine safety and biosecurity
- leading the implementation of an integrated approach to biosecurity, which adopts best practice approaches to dealing with risks to animal, plant and aquatic biosecurity and risks posed by chemicals
- through the NSW Drought Coordinator, coordinating the Government's response to drought, including the distribution of nearly \$22 million in grants and subsidies.



Wendy Stamp (BA (Hons), MAdmin)

Executive Director, Strategy, Policy and Communications

SES Level 5

Total remuneration package: \$198 500

Period in position: July 2004 to June 2005

I am satisfied that Ms Wendy Stamp met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Executive Director, Strategy, Policy and Communications Ms Stamp was responsible for:

- taking a lead role in translating government priorities and industry needs into the Department's policy and corporate agenda
- coordinating whole-of-government approaches and managing strategic and contentious issues
- facilitating strategic communications with internal and external stakeholders and promoting the whole of the Department and primary industries
- leading the internal and external communication process that explained the rationale for the establishment of the new NSW Department of Primary Industries

1. Executive performance (continued)

- leading the NSW DPI corporate planning process. The process was instrumental in the integration of the four former agencies into the new department and in setting and communicating the overall strategic direction
- developing the role and structure of new Ministerial advisory councils for the primary industries portfolio to facilitate effective peak body and industry input to key aspects of the Department's policies and programs
- evaluating industry impacts of severe drought to gain Commonwealth exceptional circumstances relief for as many drought-affected NSW farmers as possible
- commencing integration of the former agencies' websites to provide a 'one stop shop' for all primary industry stakeholders
- developing a new NSW DPI intranet for use by all staff to assist with communication of all aspects of the Department's policies, programs and activities
- coordinating a significant legislative program including the provision of support for the passage of six bills as well as managing a significant number of regulation reviews
- contributing to the development of the *Socio-Economic Assessment Guide for Catchment Management Authorities* used to assess the socio-economic impacts of specific investment proposals
- contributing to the development and roll-out of a major change initiative called Building DPI, which involved staff in understanding and shaping the new Department's vision, strategies and values.



Dr Alan Gleeson (BSc (Hons), MStat, PhD)

Executive Director, Corporate Services

SES Level 5

Total remuneration package: \$215 000

Period in position: July 2004 to June 2005

I am satisfied that Dr Alan Gleeson met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Executive Director, Corporate Services Dr Gleeson was responsible for:

- negotiation of an agreement with the unions on a Workforce Management Plan, then implementing it to achieve savings via a general offer of voluntary redundancy
- Incorporation of the payroll and finance system from the previous Department of Mineral Resources into the former NSW Agriculture systems prior to the relocation of staff from St Leonards to Maitland in November 2004
- consolidation of three separate finance systems into one (SAP) and three human resources systems into one (AURION), using only internal staff and resources, to go live by 1 July 2005
- consolidation of the Information Technology Help Desk from the three former agencies of Agriculture, Fisheries and Mineral Resources into a single Helpdesk based at Orange head office
- development and implementation of new Corporate Services policies and procedures in areas such as motor vehicle fleet management, PC fleet management, financial administration and recruitment
- consolidation of three legal sections of former agencies into a single Legal Services Branch operating from three locations – Orange, Wollstonecraft and Maitland
- development and implementation of an Assets Strategic Plan for NSW DPI, enabling disposal of assets surplus to needs and re-investment of proceeds to upgrade facilities and equipment
- co-locations in towns and cities where NSW DPI has more than one office, which will lead to savings of \$1 million per year in rent
- consolidation of the information technology network, with standardised firewall protection and PC anti-virus systems
- rationalisation of telecommunication contracts, generating net savings of \$800 000 over two years.

2. Positions of NSW DPI executives as members of significant statutory bodies and inter-departmental committees

Statutory body / inter-departmental committee	NSW DPI executive	Position	Statutory body / inter-departmental committee	NSW DPI executive	Position
Animal Health Australia Board	Dr Richard Sheldrake	Director	National Monitoring System Steering Committee	Mr Barry Buffier	Member
Animal Health Australia Steering Committee	Dr Richard Sheldrake	Member	National Wine & Grape Industry Centre Council	Dr Richard Sheldrake	Chair
Australian Gene Technology Standing Committee	Dr Michael Curll	Member	Natural Resources & Environment CEO Cluster Group	Mr Barry Buffier	Member
C B Alexander Agricultural College Foundation	Mr Barry Buffier	Chair	Natural Resources Advisory Council	Mr Barry Buffier	Member
Centennial Parklands Foundation	Mr Peter Duncan	Governor	Natural Resources Information Needs Committee	Dr Richard Sheldrake	Member
Centre for Coastal Agricultural Landscapes Board	Dr Michael Curll	Member	Natural Resources Management Standing Committee	Mr Barry Buffier	Member
CEO Forum on Major Infrastructure & Development Approvals	Mr Barry Buffier	Member	Natural Resource Management Joint Steering Committee	Dr Richard Sheldrake	Member
CEOs' Network Meeting	Mr Barry Buffier	Member	NSW Centre for Agricultural Genomics Board	Dr Michael Curll	Chair
Chief Executives Committee	Mr Barry Buffier	Member	NSW/Guangdong Joint Economic Committee	Dr Richard Sheldrake	Member
Coal Compensation Board	Mr Alan Coutts	Member	NSW-NZ Biotechnology Collaboration Working Group	Dr Michael Curll	Member
Community Conservation Council	Mr Barry Buffier	Member	NSW Rural Assistance Authority Board	Dr Richard Sheldrake	Member
Cooperative Research Centre for Greenhouse Accounting Advisory Council	Dr Michael Curll	Member	Parklands Foundation Limited (Sydney Olympic Park)	Mr Peter Duncan	A/Chair
EH Graham Centre for Agricultural Innovation Board	Mr Barry Buffier Dr Michael Curll	Chair Member	Primary Industries Health Committee	Dr Richard Sheldrake Ms Renata Brooks	Chair Member
Enterprise Grains Australia Board	Dr Michael Curll	Chair	Primary Industries Innovation Centre Board	Dr Michael Curll	Member
Exercise Eleusis Steering Committee	Dr Richard Sheldrake	Member	Primary Industries Standing Committee	Mr Barry Buffier Dr Richard Sheldrake	Member Member
Faculty of Rural Management, University of Sydney Advisory Council	Dr Richard Sheldrake	Member	Rural Women's Network State Advisory Committee	Mr Barry Buffier	Chair
Farrer Memorial Trust	Mr Barry Buffier Dr Richard Sheldrake	Chair Trustee	Standing Committee of Officials of the Ministerial Council on Mineral and Petroleum Resources	Mr Alan Coutts	Member
Forestry and Forest Products Committee Ministerial Council of Primary Industries	Mr Peter Duncan	Member	Seafood Industry Advisory Council	Mr Barry Buffier	Member
Government Asset Management Committee	Mr Peter Duncan	Member	Standing Disease Control Advisory Committee	Ms Renata Brooks	Member
Helen Newton Turner Medal Trust	Mr Barry Buffier	Chair	State Emergency Management Committee	Ms Renata Brooks	Member
Horticultural Congress Trust	Mr Barry Buffier	Chair	Sydney Olympic Park Authority Parklands Advisory Council	Mr Peter Duncan	Member
Marine Parks Authority Board	Mr Barry Buffier	Chair	Water CEOs' Committee	Dr Richard Sheldrake	Member
McGarvie Smith Institute	Ms Renata Brooks	Trustee			
Mine Subsidence Board	Mr Alan Coutts	Chair			
Ministerial Advisory Council on Primary Industries Sciences	Dr Michael Curll	Member			
Murray-Darling Basin Commission	Dr Richard Sheldrake	Commissioner			
National Emergency Animal Disease Management Group	Mr Barry Buffier	Member			
National Emergency Plant Pest Management Group	Mr Barry Buffier	Member			

3. Advisory bodies and committees at 30 June 2005

NSW Department of Primary Industries relies on a network of more than 50 advisory, consultative and other statutory bodies representing our stakeholder groups. The peak bodies representing our primary industries are:

Dairy Industry Conference

The Dairy Industry Conference investigates, reviews and advises the Minister for Primary Industries on issues regarding the dairy industry. Members of the conference are:

Mr Ron Della Vedova (Chair)
 Ms Joy Allen
 Mr Adrian Drury
 Mr Angus Gidley Baird
 Mr Bob Grey
 Mr Stephen Ellaway
 Ms Janet Moxey
 Mr Terry Outtrim
 Mr Barry Paff
 Mr Winston Watts

Ministerial Advisory Council on Primary Industries Sciences

The Ministerial Advisory Council on Primary Industries Sciences advises the Minister for Primary Industries on the alignment of NSW DPI's research portfolio with stakeholder needs and state and national priorities; reviews and recommends strategies to ensure the optimal communication and uptake of research; and advises on the *Towards 2020* science and research reinvestment program. The members of the council are:

Dr John Keniry (Chair)
 Prof Derek Anderson
 Mr David Anthony
 Mr Richard Bootle
 Dr Mike Cull
 Dr Stefan Fabiansson
 Dr TJ Higgins
 Dr Steven Kennelly
 Mr John Maitland
 Ms Janet Moxey
 Mr Mal Peters
 Prof Jim Pratley
 Mr Grahame Turk
 Dr John Williams
 Mr Peter Zed

NSW Wine Industry Research and Development Advisory Council

The NSW Wine Industry Research and Development Advisory Council advises the Minister for Primary Industries on Development and export opportunities for the NSW wine industry; reports on industry

management of endemic and exotic pests and diseases; and advises on potential research and development opportunities that can be delivered through the National Wine and Grape Industry Centre, Wagga Wagga. The members are:

Mr Greg Jones (Chair)
 Ms Elizabeth Antonopolous
 Mr Chris Barnes
 Mr Darren DeBortoli
 Mr Trevor Drayton
 Mr Ken Edwards
 Mr Loftus Harris
 Mr Hans Heilpern
 Mr Dick Hilder
 Mr Doug Hocking
 Ms Glenda Hoffman
 Mr David Lowe
 Mr David O'Dea
 Mr Stephen Roberts
 Mr Peter Robson
 Mr Geoff Scollary
 Mr Bruce Tyrrell
 Mr Doug McWilliam

Pork Industry Taskforce

The Pork Industry Taskforce provides the government with strategic advice on issues relating to the pork industry in NSW, including market conditions, investment, potential for industry growth, and research and development opportunities. The members are:

Mr Ron Pollard (Chair)
 Mr Tim Burfitt
 Mr Ted Campbell
 Mr Malcolm Gett
 Mr Paul Judge
 Ms Jane Littlejohn
 Mr Alex McGilvray
 Ms Kathleen Plowman
 Ms Sally Walker

Poultry Meat Industry Committee

The Poultry Meat Industry Committee, established under the *Poultry Meat Industry Act 1986*, determines base rates for batch poultry, settles disputes between processors and growers, and makes reports or recommendations to the Minister on matters relating to the poultry meat industry. The members are:

Mr Stephen Carroll (Chair)
 Mr John Camilleri
 Mr John Cordina
 Mr Anthony D'Andrea
 Mr Gary Ekert

3. Advisory bodies and committees at 30 June 2005 (continued)

Mr Ashley Etherington
 Mr Chris Freney
 Ms Lynne Gallagher
 Mr Brian McKelvey
 Mr Peter Pulley
 Mr James Samphier
 Mr Andrew Stevenson
 Mr Joseph Vella
 Mr Alan Wilson
 Mr John Witherspoon

Seafood Industry Advisory Council

The Seafood Industry Advisory Council advises the Minister for Primary Industries on the current and future development and sustainable management of the wild harvest and aquaculture seafood industries. Members of the council are:

Mr John Roach (Chair)
 Mr Barry Buffer
 Mr Graeme Byrnes
 Mr Ian Charles
 Mr George Davey
 Mr Jim Drinkwater
 Mr Ron Firkin
 Mr Nicholas Georgouras
 Mr Don Johnson
 Ms Megan Kessler
 Mr Bill Litchfield
 Mr Bill Pearce
 Assoc. Prof. Stephan Schnierer
 Ms Donna Smythe
 Mr Paul Sullivan
 Mr Tony Troup
 Mr Graeme Turk

Other advisory bodies

Abalone Management Advisory Committee
 Advisory Council on Recreational Fishing
 Animal Research Review Panel
 Animal Welfare Advisory Council
 Bovine Johne's Disease Summit Executive Committee
 Coal Safety Advisory Committee
 Coalfield Geology Council
 Derelict Mines Committee
 Director General's Animal Care and Ethics Committee
 Estuary General Management Advisory Committee
 Estuary Prawn Trawl Management Advisory Committee
 Exhibited Animals Advisory Committee
 Extractive Industry Safety Advisory Committee
 Fisheries Scientific Committee

Geological Survey Advisory Committee
 Intensive Agriculture Consultative Committee
 Lobster Management Advisory Committee
 Marine and Estuarine Recreational Charter Management Advisory Committee
 Metalliferous Safety Advisory Committee
 Minerals Consultative Committee
 Mine Safety Advisory Council
 NSW Agricultural Advisory Council on Gene Technology
 NSW Marine Parks Advisory Committee
 NSW National Livestock Identification System Advisory Committee (Cattle)
 NSW National Livestock Identification System (Sheep) Implementation Advisory Committee
 Non-Indigenous Animals Advisory Committee
 Noxious Weeds Advisory Committee
 Ocean Hauling Management Advisory Committee
 Ocean Trap and Line Management Advisory Committee
 Ocean Trawl Management Advisory Committee
 Ovine Johne's Disease Industry Advisory Committee
 Oyster Research Advisory Council
 Pest Animal Council
 Recreational Fishing Freshwater Management Planning Committee
 Recreational Fishing Freshwater Trust Expenditure Committee
 Recreational Fishing Saltwater Management Planning Committee
 Recreational Fishing Saltwater Trust Expenditure Committee
 Rural Women's Network State Advisory Committee
 Share Appeal Panel
 Standing Disease Control Advisory Committee
 State Minerals Advisory Council
 Total Allowable Catch Setting and Review Committee

Other (industry) bodies

Banana Industry Committee
 Murray Valley Wine Grapes Industry Development Committee
 Rice Marketing Board
 Riverina Citrus
 Wine Grapes Marketing Board

4. Customer service

The NSW Department of Primary Industries aims to deliver quality customer services and offers a full range of services from its head office and a number of regional centres.

All requests for information or assistance are met directly and promptly or are referred to the most appropriate person as required. Requests are dealt with as soon as practicable, normally within five working days of receipt for written requests. A contact name, address and telephone number for future enquiries are provided in all correspondence.

Technical information is timely and accurate and sources of additional information are provided where appropriate.

All staff dealing with the public are highly trained and competent in their area of expertise. Sensitive and confidential material is handled in a manner that ensures that the rights of the individual and the requirements of NSW DPI are considered.

Consumer response

Stakeholders and the community have a wide range of avenues through which to offer feedback to the Department. These include:

- contacting any of our many regional centres and offices, compliance staff or extension officers
- providing comments in writing
- participating in public forums which provide detailed information on specific initiatives
- emailing the Department through our website at www.dpi.nsw.gov.au.

NSW DPI operates an extensive formal stakeholder consultative network with several advisory committees which report directly to the Minister. These committees have independent chairs, transparent procedures and publicly available minutes.

NSW DPI staff work closely with the primary industries that they serve. To effectively manage concerns regarding departmental operations, local managers are responsible for accepting and dealing with minor issues. Where an issue cannot be dealt with locally, it is referred to the most appropriate senior manager.

General correspondence should be sent to:

NSW Department of Primary Industries
Locked Mail Bag 21
ORANGE NSW 2800.

5. Freedom of information (FOI)

Statement of Affairs

In accordance with Section 14 of the *Freedom of Information Act 1989* (FOI Act), the Department of Primary Industries Annual Report is to be taken as its Statement of Affairs.

To apply under the FOI Act or to access information generally contact the:

Freedom of Information Officer
NSW Department of Primary Industries
PO Box 21, CRONULLA NSW 2230
Tel: 02 9527 8437 Fax: 02 9544 1934

SECTION A: NUMBER OF NEW FOI REQUESTS

	Personal	Other	Total
A1 New (including transferred in)	10	50	60
A2 Brought forward		6	6
A3 Total to be processed	10	56	66
A4 Completed	10	50	60
A5 Transferred out	-	3	3
A6 Withdrawn	-	1	1
A7 Total processed	10	54	64
A8 Unfinished (carried forward)	-	2	2

SECTION B: RESULTS OF FOI REQUESTS

	Personal	Other
B1 Granted in full	8	25
B2 Granted in part	-	15
B3 Refused	2	10
B4 Deferred	-	-
B5 Completed	10	50

SECTION C: MINISTERIAL CERTIFICATES

No Ministerial Certificates were issued in 2004-05.

SECTION D: FORMAL CONSULTATION

	Issued	Total
D1 Number of requests requiring formal consultation(s)	36	64

SECTION E: AMENDMENT OF PERSONAL RECORDS

There were no requests for amendment of personal records in 2004-05.

SECTION F: NOTATION OF PERSONAL RECORDS

There were no requests for notation of personal records in 2004-05.

SECTION G: BASIS OF DISALLOWING OR RESTRICTING ACCESS

	Personal	Other
G1 Section 19 (application incomplete, wrongly directed)	-	-
G2 Section 22 (deposit not paid)	-	3
G3 Section 25 (1) (a1) (diversion of resources)	-	-
G4 Section 25 (1) (a) (exempt)	-	20
G5 Section 25 (1) (b) (c) (d) (otherwise available)	-	-
G6 Section 28 (1) (b) (documents not held)	2	2
G7 Section 24 (2) (deemed refused, over 21 days)	-	-
G8 Section 31 (4) (released to medical practitioner)	-	-
G9 Total	2	25

SECTION H: COSTS AND FEES OF REQUESTS PROCESSED

	Assessed costs	FOI fees received
H1 All completed requests	\$10 290	\$4506

SECTION I: DISCOUNTS ALLOWED

	Personal	Other
I1 Public interest	-	2
I2 Financial hardship – pensioner/child	1	-
I3 Financial hardship – non-profit organisation	-	1
I4 Total	1	3
I5 Significant corrections of personal records	-	-

SECTION J: DAYS TO PROCESS

	Personal	Other
J1 0-21 days	9	27
J2 22-35 days	1	18
J3 Over 35 days	-	9
J4 Total	10	54

SECTION K: PROCESSING TIME

	Personal	Other
K1 1-10 hours	10	41
K2 11-20 hours	-	8
K3 21-40 hours	-	4
K4 Over 40 hours	-	1
K5 Total	10	54

5. Freedom of information (FOI) (continued)

SECTION L: REVIEWS AND APPEALS

L1	Number of internal reviews finalised	6
L2	Number of Ombudsman's reviews finalised	-
L3	Number of District Court appeals finalised	-

DETAILS OF INTERNAL REVIEW RESULTS

Grounds on which internal review requested		Personal		Other	
		Upheld	Varied	Upheld	Varied
L4	Access refused	-	-	1	1
L5	Deferred	-	-	-	-
L6	Exempted matter	-	-	3	1
L7	Unreasonable charges	-	-	-	-
L8	Charge unreasonably incurred	-	-	-	-
L9	Amendment refused	-	-	-	-
L10	Total	-	-	4	2

6. Privacy management

The Privacy Management Plan for NSW DPI was developed during 2004-05. Information on the requirements and obligations of the *Privacy and Personal Information Protection Act 1998* (PPIPA) is to be distributed within NSW DPI during 2005-06.

No reviews were requested under Part 5 of PPIPA during 2004-05.

Requests for access to personal information held by NSW DPI may be made to:

Privacy Management Officer
NSW Department of Primary Industries
PO Box 21 CRONULLA NSW 2230
Tel: 02 9527 8437 Fax: 02 9544 1934

7. Promotion and communications

NSW DPI communicates to a wide range of stakeholders through multiple channels. Our website is a key source of information and contains more than 40 000 individual documents. Most publications can be readily accessed and downloaded free of charge.

Print and electronic publications include magazines and newsletters, recreational information, summaries of rules and regulations, scientific and industry reports, conference proceedings, technical bulletins, posters, videos, web pages and CDs. Where necessary, relevant publications are made available in other languages.

CB Alexander Agricultural College at Tocal/Paterson and Murrumbidgee College of Agriculture at Yanco also produce a wide range of educational material which is available directly from the colleges, on the website or from the NSW DPI bookshop.

We also communicate face-to-face with clients through broad extension services and participation in hundreds of field days, community days and larger public events, and numerous conferences.

In cooperation with Rural Press Limited, the Department produces 65 000 copies each month of *NSW Agriculture Today*, a newspaper insert in *The Land*, which provides key research, extension, education and management information to the rural community.

Most publications are available from the Department's website at www.dpi.nsw.gov.au or from the bookshop, telephone 1800 028 374 or email bookshop@dpi.nsw.gov.au.

Specific minerals publications are available by calling 02 4931 6669.

Number of new publications in 2004-05 by category

Category	Quantity
Report or paper	39
Book or booklet	77
Brochure or flyer	107
Magazine or newsletter	35
Factsheet	266
Display or poster	73
Electronic or multimedia publication	20
Total	617

8. Staff statistics

All statistics shown in the following tables are expressed as equivalent full time (EFT) unless otherwise stated. As this is the first reporting year for the Department, comparisons with previous years are not shown.

Table 1. Staff numbers (EFT) 2004-05

Perm (excl Forests NSW)	Other (excl Forests NSW)	Perm (Forests NSW)	Other (Forests NSW)	Total
1802	747	954	85	3588

Table 2. EFT number of female and male staff within salary levels

Salary level	\$0- \$31 352	\$31 352- \$41 177	\$41 178- \$46 035	\$46 036- \$58 253	\$58 254- \$75 331	\$75 332- \$94 165	Greater than \$94 165 (Non-SES)	Greater than \$94 165 (SES)	Total
Female (excl Forests NSW)	21	213	174	240	206	57	5	6	922
Male (excl Forests NSW)	21	223	154	300	509	299	104	17	1 627
Female (Forests NSW)	6	40	29	64	37	11	3	0	190
Male (Forests NSW)	10	291	154	105	166	57	59	7	849
Total	58	767	511	709	918	424	171	30	3 588

Table 3. Numbers and levels of SES staff 30 June 2005

	SES level								Total
	1	2	3	4	5	6	7	8	
Excl Forests NSW	2	5	4	5	3	2	1	1	23
Forests NSW	1*		5			1			7
Total	3	5	9	5	3	3	1	1	30

*Position located as a joint position within NSW DPI

Table 4. Numbers and levels of female SES staff 30 June 2005

	SES level								Total
	1	2	3	4	5	6	7	8	
Excl Forests NSW		1	1	2	2				6
Forests NSW									0
Total		1	1	2	2				6

8. Staff statistics (continued)

Table 5. Percent of total NSW DPI staff by level

	TOTAL STAFF (Number)	Respondents	Men	Women	Aboriginal people & Torres Strait Islanders	People whose first language was not English	People with a disability	People with a disability requiring work-related adjustment
< \$31 352	27	19%	59%	41%			20%	
\$31 352 - \$41 177	655	35%	59%	41%	3.5%	7%	11%	0.4%
\$41 178 - \$46 035	448	49%	51%	49%	1.4%	9%	7%	
\$46 036 - \$58 253	708	67%	56%	44%	1.5%	15%	6%	0.2%
\$58 254 - \$75 331	936	70%	72%	28%	0.2%	14%	7%	0.6%
\$75 332 - \$94 165	417	79%	84%	16%	0.3%	9%	6%	0.3%
> \$94 165 (non SES)	180	84%	95%	5%		9%	6%	0.7%
> \$94 165 (SES)	29	66%	79%	21%			5%	
TOTAL	3 400	61%	66%	34%	1.2%	11%	8%	0.4%
Estimated subgroup totals		2 084	2 242	1 152	20	245	150	8

Table 6. Percent of total NSW DPI staff by employment basis

	TOTAL STAFF (Number)	Respondents	Men	Women	Aboriginal people & Torres Strait Islanders	People whose first language was not English	People with a disability	People with a disability requiring work-related adjustment
Permanent full-time	2487	66%	75%	25%	1.0%	11%	8%	0.4%
Permanent part-time	136	74%	10%	90%		4%	7%	
Temporary full-time	618	45%	52%	48%	1.1%	20%	4%	0.4%
Temporary part-time	118	43%	19%	81%		18%	4%	
Contract - SES	29	66%	79%	21%			5%	
Contract - non-SES								
Training positions	12	25%	92%	8%				
Retained staff								
Casuals	316	32%	54%	46%		25%		
TOTAL	3716	59%	65%	35%	0.9%	13%	6%	0.3%
Estimated subgroup totals		2186	2420	1296	20	271	150	8

Notes: 1. Table 5 does not include casual staff.

2. Figures for EEO groups other than women have been adjusted to compensate for the effects of non-response to the EEO data collection.

9. Equal employment opportunity

EEO data collection

New employees are asked to provide their EEO data as part of the induction program.

HUMAN RESOURCES

Recruitment

Staff were able to attend training courses in Selection Techniques, Career Enhancement and Interview Skills, and Career and Job Change during the year.

NSW DPI continued to review and update recruitment policy and procedures with a view to assisting selection committees in undertaking their role effectively.

Aboriginal employment and cultural awareness

In line with NSW Government targets, NSW DPI's Board of Management is committed to achieving two per cent Aboriginal employment within the Department. Current employment strategies are being reviewed to achieve this outcome.

This year we employed another Aboriginal person under the Permanent Employment element of the Elsa Dixon Aboriginal Employment Program.

Staff across NSW DPI had the opportunity to attend the Cultural Heritage Aboriginal Awareness Program. The two-day program includes information and training in Traditional Culture, Contact History and Contemporary Aboriginal Australia.

Fair policy and procedures

The Personnel Officer (Policy) has responsibility for policy development and implementation in all areas of EEO to ensure:

- fair practices in the workplace
- the making of unbiased management decisions
- recognition and respect for the social and cultural backgrounds of all employees
- employment practices that produce employee satisfaction and job commitment
- improved productivity by guaranteeing that the workplace is efficient and free from bullying, harassment and discrimination.

The Personnel Officer (Policy) is an executive member of the Employment Equity Specialists Association (EESA) which meets monthly. EESA's vision is to excel in providing networking and support services for its members and to influence strategic decision-makers in the development, implementation and review of employment equity-related policies and strategies.

Health management

NSW DPI offers confidential professional counselling and support for staff in need through the Employee Assistance Program.

The Mental Health First Aid Course is delivered across the Department.

Performance management and EEO

Performance indicators for the implementation of EEO strategies are incorporated into the performance agreements of all Senior Executive Service Officers.

Management and staff are encouraged to use the Performance Management and Development System to provide a fair and consistent framework by which individual performance can be assessed.

Accountabilities for people management, including the prevention of harassment and bullying, are included in the performance agreements and position descriptions for executives, managers and supervisors.

Flexible work practices

The Department recognises the importance of flexibility for all employees to balance their work and personal responsibilities more effectively and offers job sharing, part-time work, career breaks, variable year employment, part year employment, and an enhanced Flexible Working Hours Agreement.

ETHNIC AFFAIRS PRIORITY STATEMENT

Statement of Intent

NSW DPI is committed to the Charter of Principles for a Culturally Diverse Society through the following Statement of Intent.

This statement confirms the NSW Department of Primary Industries' commitment to the *New South Wales Charter of Principles for a Culturally Diverse Society* and reflects how services and facilities are accessible to all residents of this State.

The NSW Department of Primary Industries is dedicated to the development of profitable, sustainable primary industries for NSW.

Recognising the cultural mix of consumers, the Department is committed to ensuring that quality products meet the needs of a culturally diverse market. This relates particularly to the preparation of produce to meet specific religious and cultural needs. Training of client service staff involves sessions highlighting the cultural diversity of our clientele and educating officers on how best to satisfy the individual needs of all people.

9. Equal employment opportunity (continued)

All residents of NSW have access to the services and open facilities of the NSW Department of Primary Industries. Wherever necessary, clients' special needs will be addressed professionally, expeditiously and in a manner appropriate to those needs.

Ethnic Affairs Action Plan

To implement our Statement of Intent NSW DPI will:

- circulate information that will assist departmental staff to respond effectively to ethnic affairs issues. This is achieved by disseminating information on cultural diversity to all staff, at recruitment and induction and as part of ongoing training programs
- enhance cultural diversity within NSW DPI by providing for the special needs of job applicants in the recruitment process and by providing cross-cultural awareness training to all staff
- provide individual training for staff who have language communication difficulties
- respond to community needs for access to our resources by ensuring that the staff list of Community Language Allowance Scheme (CLAS) recipients, and the languages spoken, is readily available to relevant staff to assist culturally diverse client groups.

If required, NSW DPI also translates corporate information for clients.

DISABILITY PLANS

NSW DPI spent a total of \$58 000 under the Department's Disability Strategic Plan on building disabled access and a disabled toilet at the Wagga Wagga Pathology Laboratory and fitting the Richmond Office with a disabled ramp and a toilet and shower facility.

Employees with a disability received ongoing support from the Human Resources Branch based on medical advice and consultation with rehabilitation providers.

NSW DPI currently employs five disabled apprentices and one disabled trainee.

WOMEN

Spokeswomen's Program

Sixteen women from around the State served as Spokeswomen this year, providing a valuable network for staff and assisting management with issues that affect women in the workplace.

Government Action Plan for Women

A review is underway to develop a strategy that best meets the employment needs of all women in the new department, with a view to improving gender equity.

Development opportunities

NSW DPI is sponsoring Lesley Skinner to undertake a Graduate Diploma in Public Administration, and is providing funds for Maryanne Nolan, Clare Edwards and Janine Kermod to undertake the Public Sector Management Course.

In 2004-05 approximately 1000 women attended training courses organised by the Department.

10. Code of conduct

This code of conduct was developed during 2004-05. It will be reviewed and finalised following feedback from staff during the coming year.

1 Introduction

The people of NSW have a right to expect the business of the State to be conducted with efficiency, fairness, impartiality and integrity. Public employment carries with it a particular obligation to the public interest. It requires standards of professional behaviour from employees that promote and maintain public confidence and trust in the work of government departments.

At the same time, people should not be subject to unnecessary restrictions simply because they work in government. State employees have all the normal rights of employees under common and statute law.

Although no one set of rules can answer all ethical questions, this code of conduct provides the staff members of the NSW DPI with an ethical framework for their decisions, actions and behaviour.

In this regard, it explains the principles covering appropriate conduct in a variety of contexts and outlines the minimum standard of behaviour expected of public employees.

2 Relevant legislation

The main legislation applying to staff members of NSW DPI is the Public Sector Employment and Management Act 2002.

The following legislation may also be relevant:

- *Anti-Discrimination Act 1977*
- *Child Protection (Prohibited Employment) Act 1998*
- *Commission for Children and Young People Act 1998*
- *Crimes Act 1900*
- *Freedom of Information Act 1989*
- *Independent Commission Against Corruption Act 1988*
- *Industrial Relations Act 1996*
- *Occupational Health and Safety Act 2000*
- *Ombudsman Act 1974*
- *Privacy and Personal Information Protection Act 1998*
- *Protected Disclosures Act 1994*
- *Public Finance and Audit Act 1983*
- *State Records Act 1998.*

3 General principles

The community is entitled to expect the business of the state to be conducted with efficiency, economy, fairness, impartiality and integrity. To meet this expectation, staff members of NSW DPI need to follow the following principles when doing their work.

3.1 Responsibility to the government of the day

Employees are to implement the policies and decisions of the

government of the day in an impartial manner. In particular, employees must comply with any relevant legislative, industrial and administrative requirements.

3.2 Respect for people

Employees are to treat members of the public and their colleagues fairly and consistently, in a non-discriminatory manner with proper regard for their rights and obligations. In this regard, they should perform their duties in a professional and responsible manner.

They should also ensure that their decisions and actions are reasonable, fair and appropriate to the circumstances, based on a consideration of all the relevant facts, and supported by adequate documentation.

3.3 Integrity and public interest

Employees are to promote confidence in the integrity of public administration by always acting in the public interest and not in their private interest.

Employees should protect the reputation of public employers. They should not engage in activities, at work or outside work, that would bring NSW DPI or the public service generally into disrepute.

3.4 Responsive service

Employees are to provide a relevant and responsive service to their clients and customers, providing all necessary and appropriate assistance and fulfill the Department's service performance standards.

They should provide information promptly and in an appropriate format that is easy for the recipient to understand, and make sure that the information is clear, accurate, current and complete.

3.5 Economy and efficiency

Employees should keep up to date with advances and changes in their area of expertise and look for ways to improve performance and achieve high standards of public administration.

They should use their authority and available resources and information only for the work-related purpose intended.

3.6 Working with children

Employees are responsible for creating a workplace where children and young people under 18 years are safe and protected from sexual, physical and emotional abuse, and neglect. Such abuse and neglect is an offence under the *Commission for Children and Young People Act 1998*.

Employees who are 'prohibited persons' as described under the *Child Protection (Prohibited Employment) Act 1998*, are not permitted to apply for, undertake or remain in child-related employment. All employees working in child-related employment must declare whether or not they are a prohibited person.

10. Code of conduct (continued)

3.7 Dress standard

Employees have a responsibility to project an appropriate image to the public.

Clothing should be appropriate to the duties of the position, and reflect a professional image wherever possible.

The NSW Government corporate wardrobe should be taken as an indicator of this standard. Faded jeans, sporting wear, track suits and clothing with excessive logos should not be worn.

Some employees are required to wear a uniform as part of their role within the Department. This requirement is to be adhered to where stipulated.

Employees whose work and/or workplace may expose them to physical injury or adverse health effects must comply with the Department's protective clothing policy.

4 Guide to ethical decision-making

To assist in fostering a climate of ethical awareness, conduct and decision-making in NSW DPI, employees may find it useful to refer to or consider, either by themselves or in consultation with others such as their peers or supervisor, the following points:

- Is the decision or conduct lawful?
- Is the decision or conduct consistent with government policy, the objectives of NSW DPI and this code of conduct?
- What will be the outcomes for the employee, work colleagues, the Department, and other parties?
- Do these outcomes raise a conflict of interest or lead to private gain at public expense?
- Can the decision or conduct be justified in terms of the public interest and would it withstand public scrutiny?

4.1 Conflicts of interest

Conflicts of interest exist when it is likely that an employee could be influenced, or could be perceived to be influenced, by a personal interest in carrying out their public duty.

Conflicts of interest that lead to partial decision-making may constitute corrupt conduct.

Some related interests that may give rise to a conflict of interest include:

- financial interests in a matter NSW DPI deals with or having friends or relatives with such an interest that the employee is aware of
- personal beliefs or attitudes that influence the impartiality of advice given
- personal relationships with the people NSW DPI is dealing with or investigating that go beyond the level of a professional working relationship
- secondary employment that compromises the integrity of the

employee and the Department

- party political activities or making adverse political comments that relate to the Department's work.

An individual employee may often be the only person aware of the potential for conflict. It is therefore their responsibility to avoid any financial or other interest that could compromise the impartial performance of their duties, and disclose any potential or actual conflicts of interest to their branch manager.

If employees are uncertain whether a conflict exists, they should discuss the related interest matter with their branch manager and attempt to resolve any conflicts of interest that may exist.

To resolve any conflicts of interest that occur, or could occur, a range of options is available depending on the significance of the conflict. These options include:

- recording the details of the disclosure and taking no further action where the potential for conflict is minimal or can be eliminated by disclosure or effective supervision
- the employee relinquishing the personal interest
- the employee transferring (at no disadvantage in their terms and conditions of employment) from the area of work or particular task where the conflict arises.

Disputes over alleged conflicts of interest may be resolved through the normal grievance handling procedures.

4.2 Acceptance of gifts or benefits

Employees should not accept a gift or benefit that is intended to, or likely to, cause them to act in a partial manner in the course of their duties.

The Director-General may approve the acceptance of token gifts or benefits under certain circumstances provided that there is no possibility that the recipient might be, or might appear to be, compromised in the process.

Employees should advise their executive director if they believe they have been offered a bribe or if they have been offered or received a favour or benefit.

Employees dealing with or having access to sensitive investigations or commercially sensitive information should be particularly alert to inappropriate attempts to influence them.

5 Discrimination and harassment

Employees must not harass or discriminate against their colleagues or members of the public on the grounds of sex, pregnancy, marital status, race, colour, ethnic or ethno-religious background, descent, nationality, age, disability, homosexuality, transgender or carers' responsibilities.

10. Code of conduct (continued)

Such harassment or discrimination may constitute an offence under the *Anti-Discrimination Act 1977*.

In addition, employees must not harass or discriminate on the grounds of political conviction.

Managers must make sure that the workplace is free from all forms of harassment and discrimination. They should understand and apply the principles of equal employment opportunity and ensure that employees they supervise are informed of these principles. Managers should also take all necessary steps, such as training and other active measures, to prevent and deal with harassment and discrimination in their work area.

5.1 Fairness and equity

Issues or cases being considered by employees should be dealt with consistently, promptly and fairly. This involves dealing with matters in accordance with approved procedures, in a non-discriminatory manner, and in conformity with natural justice.

When using any discretionary powers, employees should ensure that they take all relevant facts into consideration, have regard to the particular merits of each case, and not take irrelevant matters or circumstances into consideration.

6 Public comment on the work of NSW DPI

Public comment by employees includes public speaking engagements, comments on radio and television or in letters to newspapers, and expressing views in books, journals or notices if it is expected that the comments will spread to the community at large.

Employees, as individual members of the community, have the right to make public comment and enter into public debate on political and social issues. However, there are some circumstances in which this is inappropriate. For example, situations when the public comment, although made in a private capacity, may appear to be an official comment on behalf of NSW DPI. In such circumstances, employees should preface their remarks with a comment that they are made in a private or union capacity and do not represent the official view of the department concerned.

Employees must follow the procedures detailed in the document *Protocol for Dealing with the Media* when making public comment on the work of NSW DPI.

As a general rule, staff members may disclose official information that is normally given to members of the public seeking that information, but should only disclose other official information or documents:

- in the course of their duties
- when proper authority has been given
- when required, or authorised, to do so by law
- when called to give evidence in court.

In these cases, comments made by employees should be confined to factual information and should not, as far as possible, express an opinion on official policy or practice unless required to do so by the circumstances of the particular situation (for example, when asked to do so in court).

Comments made on matters pertaining to union business by members of unions in their capacity as a local delegate within the Department or by union office holders employed by the Department are permissible under this code.

7 Protecting confidential information

Official information must only be used for the work-related purpose intended and not for personal benefit. Unless authorised to do so by legislation, employees must make sure that they do not disclose or use any confidential information without official approval.

Unauthorised disclosures may cause harm to individuals or give an individual or an organisation an improper advantage. The integrity and credibility of NSW DPI may also be damaged if it appears unable to keep its information secure.

All employees must make sure that confidential information in any form (including computer files) cannot be accessed by unauthorised people, and that sensitive information is only discussed, within or outside the Department, with people who are authorised and have a legitimate, work related reason for access.

8 Use of official facilities and equipment

Employees are expected to be efficient and economical in their use and management of public resources, including their own work time. They should be scrupulous in their use of public property and services.

Official facilities and equipment should only be used for private purposes when official permission has been given. This includes limited private use of telephones, facsimiles, email, and the internet, where such use does not disrupt official work.

9 Secondary employment

NSW DPI staff members must have the approval of the Director-General before they engage in any form of paid employment outside their official duties.

Employees must also carefully consider whether the organisation offering them secondary employment may adversely affect the performance of their public service duties and responsibilities or give rise to a conflict of interest.

This applies whether they are working full-time, part-time or are only temporarily employed.

10. Code of conduct (continued)

10 Political and community participation

Employees must make sure that any participation in party political activities does not conflict with their primary duty as a public employee to serve the government of the day in a politically neutral manner.

This is important because of the need to maintain Ministerial and public confidence in the impartiality of the actions taken and advice given by public employees.

What is considered appropriate in any particular case will depend on the nature of the issue, the position held by the employee, the extent of the employee's participation, and their public prominence.

If employees become aware that a potential conflict of interest has arisen or might arise, they should inform their executive director immediately and may have to stop the political activity or withdraw from the areas of their work where the conflict is occurring.

Within the context of these requirements, employees are free to participate fully in voluntary community organisations and charities and in professional associations.

11 Reporting corrupt conduct, maladministration and waste

Employees are urged to report suspected corrupt conduct, as well as maladministration and serious and substantial waste of public resources.

The *Protected Disclosures Act 1994* provides certain protections against reprisals for employees who voluntarily report such matters (but not vexatious or malicious allegations), either to the principal officer of a public authority, or to one of the three investigative bodies: the Independent Commission Against Corruption, the Auditor-General or the Ombudsman. Disclosures may also be made under the NSW DPI internal reporting procedure.

If disclosures are made to an external investigating body, those concerning corrupt conduct should be made to the Independent Commission Against Corruption. Disclosures concerning maladministration should be made to the Ombudsman while disclosures concerning substantial waste of public money should be made to the Auditor-General.

The person dealing with the protected disclosure should notify the employee who made the disclosure of the action taken or proposed to be taken in relation to the disclosure and the outcome of such action.

12 Research guidelines

Staff involved in research work must read and comply with the requirements of the NSW DPI Code of Conduct for Research and ensure that their work enhances the good name of their institution and the profession to which they belong.

13 Post separation employment

Employees should not use their position to obtain opportunities for future employment. They should not allow themselves or their work to be influenced by plans for, or offers of, employment outside NSW DPI. If they do, there is a conflict of interest and the integrity of the employee and their department is at risk.

Former employees should not use, or take advantage of, confidential information that may lead to gain or profit obtained in the course of their official duties until it has become publicly available.

All employees should be careful in their dealings with former NSW DPI staff members and make sure that they do not give them, or appear to give them, favourable treatment or access to privileged information.

11. Overseas travel

NAME of OFFICER	POSITION	COUNTRY VISITED	PURPOSE OF VISIT	DATE FROM	DATE TO
S Hetherington	Research Horticulturist	Italy	Attend 10th International Workshop on fire blight and visit infected orchards in Trevanna	2/7/04	12/7/04
S Djordjevic	Principal Research Scientist	USA	Present research data at 15th Congress of the International Organization for Mycoplasma	9/7/04	18/7/04
P F Arthur	Principal Research Scientist	Canada, USA	Attend Canadian Society of Animal Science Conference and American Society of Animal Science Conference	13/7/04	3/8/04
R W Williams	Research Agronomist	Canada, USA	Attend 39th North American Alfalfa Improvement Conference and visit research centres in North America	15/7/04	30/7/04
A B Smith	Biometrician	Singapore	Present short course on design and analysis of experiments for the Kemin organisation	21/7/04	23/7/04
C Archer	Principal, CB Alexander Agricultural College	China	Represent NSW at the Australia China Forum on Cooperation in Horticulture and present papers	22/7/04	29/7/04
D Hocking	Director, Intensive Industries Development	China	Represent NSW at Australia China Forum on Cooperation in Horticulture and present papers	22/7/04	29/7/04
P L Greenwood	Senior Research Scientist	USA	Attend Triennial Growth Symposium of the American Society of Animal Science (ASAS)	22/7/04	5/8/04
R J Martin	Research Leader, Northern Farming Systems	Cambodia	Attend ACIAR project ASEM/2000/109 progress review and joint meeting with ACIAR project LWR1/2001/051	26/7/04	7/8/04
D Vere	Senior Research Scientist	Indonesia	Review of ACIAR project ADP/2000/100 Contract farming, smallholders and rural development	28/7/04	3/8/04
R J Farquharson	Economist	Cambodia	Attend ACIAR project ASEM/2000/109 progress review and joint meeting with ACIR project LWR1/2001/051	30/7/04	8/8/04
E J Cother	Principal Research Scientist	Cambodia, South Korea	Collaborate on host/pathogen investigations for biological control of rice weeds (Korea). Assess facility and staff for ACIAR rice pathology project (Cambodia)	7/8/04	25/8/04
C Wellings	Senior Research Scientist	UK, Kazakhstan	Attend 11th International Cereal Rusts and Mildews Conference. Establish links with researchers	17/8/04	10/9/04
I Rose	Research Agronomist	China	Take part in germplasm collection mission of landraces of faba beans and field peas	21/8/04	5/9/04
S Belfield	District Agronomist	USA	Present scientific paper at International Sunflower Conference. Undertake study tour of sunflower research and production areas	21/8/04	9/9/04
L Serafin	District Agronomist	USA	Present scientific paper at International Sunflower Conference. Undertake study tour of sunflower research and production areas	21/8/04	9/9/04
K Bevington	Research Horticulturist	USA	Undertake assessment of post harvest breakdown problems in \$70m citrus export trade to the USA and evaluate outcome of trial shipments	23/8/04	4/9/04
R J Mailer	Principal Research Scientist	Scotland	Attend Euro Fed Lipids Congress to study current research on olive and canola. Present a paper on Australian olive studies	2/9/04	11/9/04
G Beecher	Research Agronomist	India	Present project findings at the ACIAR mid-term project review of ACIAR project Permanent beds for irrigated rice, wheat and alternatives	4/9/04	13/9/04
J Thompson	Research Agronomist	India	Present project findings at the ACIAR mid-term project review of ACIAR project Permanent beds for irrigated rice, wheat and alternatives	4/9/04	13/9/04
D Michalk	Principal Research Scientist & Research Leader, Weeds	China	Undertake commercial consultancy as a member of the World Bank Supervision Mission	4/9/04	4/10/04
J Diplock	Principal Manager, Marine Recreation	China	Present paper at China International Fisheries and Aquaria Conference	9/9/04	12/9/04
S E Parks	Research Horticulturist	New Zealand	Speak at Vegfed Fresh Tomato Sector Annual Conference	10/9/04	13/9/04
S McLeod	Research Officer	New Zealand	Present paper at special symposium in memory of Dr Nigel Barlow	13/9/04	18/9/04
T Glasby	Research Scientist	Ireland	Attend and present paper at 13th International Conference on Aquatic Invasive Species	15/9/04	30/9/04

11. Overseas travel (continued)

NAME of OFFICER	POSITION	COUNTRY VISITED	PURPOSE OF VISIT	DATE FROM	DATE TO
J Lacy	Technical Specialist, Irrigated Farming Systems	Chile	3rd Consultancy on Ricecheck for the Chilean Rice Industry	26/9/04	4/10/04
B Kilgour	Senior Livestock Research Officer	New Zealand	Participate in workshop to assess temperament and welfare in farm animals, the genetic control of these characteristics and current research discussion	29/9/04	2/10/04
G Griffith	Principal Research Scientist	New Zealand	Present report at meeting of Federal Council of the Australian Agricultural and Resource Economics Society	5/10/04	9/10/04
J Mullen	Principal Research Scientist, Research Leader, Economics Research	New Zealand	Present report at meeting of Federal Council of the Australian Agricultural and Resource Economics Society	5/10/04	9/10/04
J Evans	Senior Research Scientist	Korea, China	Attend 3rd International Nitrogen Conference and review progress, establish objectives and details for new project	9/10/04	27/10/04
J Bright	District Horticulturist	Japan	Continue exchange program between Ehime Prefectural Govt and NSW DPI to identify market opportunities for MSW products	10/10/04	5/12/04
C Griffiths	District Livestock Officer (Dairy)	Tibet (China)	Attend first planning meeting for project Increasing milk production from cattle in Tibet	11/10/04	22/10/04
A Kaiser	Livestock Research Officer	Tibet (China)	Attend first planning meeting for project Increasing milk production from cattle in Tibet	11/10/04	22/10/04
J Wilkins	Senior Livestock Research Officer	Tibet (China)	Attend first planning meeting for project Increasing milk production from cattle in Tibet	11/10/04	22/10/04
J Murison	Manager, PRIMEX	Korea, Japan	Participate in trade mission of ACIAR - NSW Agriculture cropping systems project	12/10/04	31/10/04
S Belfield	Senior Biometrician	Korea, China	Present course on biometry to researchers/students from DPRK as a part of ACIAR - NSW Agriculture cropping systems project	14/10/04	25/10/04
R Reinke	Research Agronomist	China	Speak at International Conference on Sustainable Rice Production	14/10/04	19/10/04
A Jessup	Senior Research Scientist	Mexico, Guatemala	Attend two meetings on the use of Sterile Insect Release Technique for control/eradication of fruit flies	16/10/04	1/11/04
P Kirkland	Principal Research Scientist	USA, Canada	Participate in OIE workshop and attend annual conference of the US Association of Veterinary Laboratory Diagnosticians	18/10/04	18/10/04
M Ison	Advisory Officer (Education)	New Zealand	Conduct study tour for Tocal Dairy apprentices and trainees	18/10/04	28/10/04
Z Porter	Technical Assistant	New Zealand	Conduct study tour for Tocal Dairy apprentices and trainees	18/10/04	28/10/04
V Nguyen	Research Horticulturist	Vietnam, Japan	Work with Vietnamese counterpart organisations on the two-year AusAid project and attend 2004 International Conference on O-Cha (Green Tea) Culture and Science	20/10/04	9/11/04
L Cook	Veterinarian (Chemical Control)	USA	Represent States via PISC on Australian Delegation to WHO/FAO Codex Committee on Residues of Veterinary Drugs in Foods	23/10/04	31/10/04
S Goodwin	Senior Research Scientist	China	Discuss potential for scientific and industry collaborations in biocontrol and safe chemical use in IPM programs in greenhouse vegetable crops	30/10/04	14/11/04
B George	Technical Specialist, Private Forestry Extension	USA	Participate in Combined International Energy Agency, the International Union of Forest Research Organisations and Short Rotation Woody Crops Operations Working Group biennial meeting	6/11/04	14/11/04
P Slavich	Centre Director - Centre of Excellence	Vietnam	Assess potential to develop a new collaborative soil management and irrigation project between Australia and Vietnam	13/11/04	19/11/04
R Swinton	Resource Management	Vietnam	Assess potential to develop a new collaborative soil management and irrigation project between Australia and Vietnam	13/11/04	19/11/04
S Hetherington	Professional Officer Research Horticulturist	Vietnam	Visit all Vietnamese institutes involved in the ACIAR Project PHT/2002/086 and plan for February 2005 meeting	14/11/04	22/11/04
S Newman	Research Horticulturist	Vietnam	Visit all Vietnamese institutes involved in the ACIAR Project PHT/2002/086 and plan for February 2005 meeting	14/11/04	22/11/04

11. Overseas travel (continued)

NAME of OFFICER	POSITION	COUNTRY VISITED	PURPOSE OF VISIT	DATE FROM	DATE TO
P Gibbs	Principal Fisheries Scientist	Philippines	Develop management plans for ACIAR Project Sustainable Management of Fisheries	14/11/04	19/11/04
R Sheldrake	Deputy Director-General, Agriculture & Fisheries	China	Attend joint economic meeting in Guangdong and establish NSW – Guangdong Agriculture sub-committee	28/11/04	6/12/04
L Tesoriero	Plant Protection Officer	China	Consult to Technico Pty Ltd and conduct Phytosanitary Audit on their Potato Technituber production facility	28/11/04	3/12/04
D Vere	Senior Research Scientist	China	Conduct impact assessments of two projects, conservation/zone tillage research for dryland farming and sustainable mechanised dry land grain production	28/11/04	7/12/04
C Wang	Manager, Primary Industries Export	China	Attend meetings and participate in working committees	28/11/04	6/12/04
K Schulze	District Agronomist	Germany	Complete half of the requirements for a Masters of Agriculture under the LEAFSE Scholarship Program	14/1/05	11/6/05
H Raman	Senior Research Scientist	USA	Present research papers at 13th Plant and Animal Genome Conference	14/1/05	23/1/05
S Goodwin	Senior Research Scientist	New Zealand	Participate in a Trans-Tasman vegetable industries integrated pest management strategic planning workshop	25/1/05	28/1/05
M Steiner	Senior Entomologist	New Zealand	Participate in a Trans-Tasman vegetable industries integrated pest management strategic planning workshop	25/1/05	28/1/05
S McDougall	Technical Specialist	New Zealand	Participate in a trans-Tasman vegetable industries integrated pest management strategic planning workshop	26/1/05	2/2/05
A Mitchell	Professional Officer	United Kingdom	Attend International Conference for the Barcoding of Life	3/2/05	11/2/05
A Casey	Livestock Officer	South Africa	Improve the viability of Australian sheep producers by increasing the meat production capability of the Australian merino flock	13/2/05	20/2/05
N Elias	Research Officer	Cambodia	Train extension collaborators and prepare for 2005 field research program	13/2/05	6/3/05
R J Martin	Research Leader, Northern FS	Cambodia	Train extension collaborators and prepare for 2005 field research program	13/2/05	6/3/05
F Scott	Economist	Cambodia	Train extension collaborators and prepare for 2005 field research program	13/2/05	6/3/05
R Esdaile	Professional Officer	Cambodia	Provide support to ACIAR Project ASEM/2000/109 in the development of research program	13/2/05	13/3/05
M Hickey	District Horticulturist	Cambodia	Phase 2 contact visit with ACIAR Project PHT/2003/045	14/2/05	20/2/05
S Newman	Research Horticulturist	Vietnam, Cambodia	Attend ACIAR project planning meetings in both countries	14/2/05	6/3/05
S Hetherington	Research Horticulturist	Vietnam	Attend ACAIR project planning meeting and undertake field visits	19/2/05	6/3/05
R J Mailer	Principal Research Scientist	UK	Attend Codex Alimentarius Commission meeting - proposed draft standards on fats and oils	19/2/05	27/2/05
R Van De Ven	Senior Biometrician	Vietnam	Attend an ACIAR project planning meeting to establish experimental protocols to examine the effects of pre-harvest management and supply chain management on fruit quality	19/2/05	27/2/05
G Eggleston	Director, Emergencies & Strategic Response	Italy	Discuss FAO Plant Protection Division - policy aspects of locust control and FAO Emergency Operations Division - operational aspects of locust control, general agricultural emergencies and FAO tsunami relief efforts	24/2/05	4/3/05
J Van Leur	Senior Plant Pathologist	China	Participate in a survey for Faba bean and pea diseases	28/2/05	15/3/05
E Tyne	Director, Geological Survey of NSW	Canada	Participate in Commonwealth and State Geoscience delegation to the Prospectors and Developers Association of Canada Convention	28/2/05	12/3/05

11. Overseas travel (continued)

NAME of OFFICER	POSITION	COUNTRY VISITED	PURPOSE OF VISIT	DATE FROM	DATE TO
L Gilligan	Manager, Resources & Land Use Assessment & Exploration NSW Minerals and Petroleum	Canada	Participate in Commonwealth and State Geoscience delegation to the Prospectors and Developers Association of Canada Convention	28/2/05	12/3/05
J Mullen	Principal Research Scientist	Philippines	Collaborate on project with SARDI, funded by ACIAR, to conduct an economic analysis of the value of seasonal climate forecasting to Philippine and Australian farmers	7/3/05	13/3/05
L Evans	Advisory Officer	Indonesia	Assist ACIAR mission to Aceh, Indonesia to plan urgent assistance to tsunami-affected farmers	13/3/05	19/3/05
V Nguyen	Research Horticulturist	Vietnam	Work with Vietnamese counterpart organisations on two-year AusAid project	20/3/05	10/4/05
I Rose	Research Agronomist	China	Take part in a Germplasm collection mission to collect landraces of faba beans and field peas	26/3/05	19/4/05
J Golding	Research Horticulturist	USA	Visit and discuss onion pungency with the leading world onion expert	1/4/05	8/4/05
M Mackay	Curator, Australian Winter Cereal Collection	Uzbekistan, Sweden	Participate in ACIAR Central Asia and Caucasus project meetings	6/4/05	30/9/05
S Goodwin	Senior Research Scientist	Finland, UK	Participate in a meeting of the International Organisation of Biological Control on Greenhouse IPM	8/4/05	22/4/05
M Weckert	Research Plant Pathologist	New Zealand	Complete the bilateral exchange started in February 2004. Funded by the Royal Society of New Zealand	17/4/05	24/4/05
C Hunt	Technical Officer	Indonesia	Conduct a training course in laboratory soil analysis techniques as a result of the tsunami disaster	18/4/05	30/4/05
A Bowman	Research Leader	Eritrea	Undertake dry land farming systems capacity building project in Eritrea offered by the Australian Government	27/4/05	7/5/05
S Balogh	Agricultural Protection Officer	New Zealand	Attend 13th Australasian Vertebrate Pest Control Conference	1/5/05	6/5/05
B Kay	Manager, Vertebrate Pests	New Zealand	Attend 13th Australasian Vertebrate Pest Control Conference	1/5/05	6/5/05
D Gilligan	Research Scientist	New Zealand	Attend Daughterless Carp Reference Group and present at the 13th Australasian Vertebrate Pest Conference	1/5/05	7/5/05
G Saunders	Principal Research Scientist	New Zealand	Attend 13th Australasian Vertebrate Pest Control Conference	1/5/05	7/5/05
J Tracey	Research Officer	New Zealand	Attend 13th Australasian Vertebrate Pest Control Conference	1/5/05	6/5/05
D Lockett	Senior Research Scientist	Mexico, Chile	Present paper at 11th International Lupin Conference	1/5/05	15/5/05
S Newman	Research Horticulturist	Taiwan	Attend project start-up meeting for ADB project held at the Asian Vegetable Research and Development Centre	1/5/05	7/5/05
A Jessup	Senior Research Horticulturist	Austria	Attend two meetings on area-wide management for control/eradication of fruit flies and other insects	3/5/05	16/5/05
L Evans	Advisory Officer	Indonesia	Help deliver a soils training course for Indonesian scientists and extension staff to improve their skills with post tsunami recovery of agriculture	7/5/05	20/5/05
I Southwell	Principal Research Scientist	Malaysia	Present paper to 4th Malaysian international Conference on Essential Oils and Fragrance and Flavour Materials	7/5/05	15/5/05
P Slavich	Research Leader, Soils, Recycling Organics & Remediation Technologies	Indonesia	Assist with a soil training course for Indonesian scientists, with particular reference to tsunami affected soils	8/5/05	22/5/05
R Davis	Technical Officer	USA	Participate in a training program for rapid diagnostic techniques for avian influenza and Newcastle disease and review diagnostic procedures for other animal diseases	14/5/05	11/6/05
Y Lele	Technical Officer	USA	Participate in a training program for rapid diagnostic techniques for avian influenza and Newcastle disease and review diagnostic procedures for other animal diseases	14/5/05	11/6/05

11. Overseas travel (continued)

NAME of OFFICER	POSITION	COUNTRY VISITED	PURPOSE OF VISIT	DATE FROM	DATE TO
B Auld	Principal Research Scientist	Japan	Investigate invasion patterns of weeds and resistance to invasion in Japanese ecosystems	15/5/05	15/6/05
K Chan	Principal Research Scientist	China	Fulfil contractual arrangement of ACIAR project, Improving the productivity and sustainability of rainfed farming systems	15/5/05	26/5/05
G Li	Research Scientist	China	Fulfil contractual arrangement of ACIAR project, Improving the productivity and sustainability of rainfed farming systems	15/5/05	26/5/05
R Kilgour	Senior Livestock Research Officer	New Zealand	Participate in collaborative research project at the Invermay Agricultural Centre to measure behavioural individuality in deer and to determine its heritability	15/5/05	7/6/05
P S Gillespie	Technical Officer	Thailand	Train staff of Thai Dept of Agriculture in whitefly identification	16/5/05	31/5/05
A Gilmour	Principal Research Scientist	USA, UK	Undertake consultancies for Pioneer at Johnstone, Iowa and Monsanto, St Louis	21/5/05	16/6/05
M Conyers	Senior Research Scientist	North Korea, China	Establish potassium pot trials, compare laboratory analyses, collect soil samples and examine the progress with mineralisation methods	22/5/05	29/5/05
C Griffiths	Livestock Officer	China-Tibet	Assess the on-farm progress of the ACIAR project Increasing milk production from cattle in Tibet	5/6/05	19/6/05
J Wilkins	Senior Livestock Research	China-Tibet	Assess the on-farm progress of the ACIAR project Increasing milk production from cattle in Tibet	5/6/05	19/6/05
J Chin	Principal Research Scientist	China	Present talks on molecular diagnostic technologies and biotechnology. Establish a program for Sino-Australian collaboration in novel diagnostic technologies	6/6/05	17/6/05
I Percival	Principal Research Scientist	USA	Attend International Geological Correlation Program project 503 symposium	11/6/05	18/6/05
J Diplock	Principal Manager, Marine Recreation	Norway	Present papers at the 4th World Recreational Fishing Conference	12/6/05	16/6/05
D Reid	Senior Biometrician	Norway	Present papers at the 4th World Recreational Fishing Conference	12/6/05	16/6/05
D Hopkins	Senior Research Scientist	New Zealand	Present paper at 65th New Zealand Society of Animal Production Conference	19/6/05	24/6/05
T Khurshid	Research Horticulturist	New Zealand	Present paper on flower suppression to optimise fruit size for export market	19/6/05	25/6/05
D Michalk	Principal Research Scientist	Ireland	Present paper at International Grassland Congress	20/6/05	9/7/05
C Anderson	Professional Officer	USA	Attend Fusarium 2005	25/6/05	17/7/05
R J Mailer	Principal Research Scientist	Canada	Visit the Canadian food inspection agency to study equipment, staff, laboratory layout and testing methods	26/6/05	30/6/05
C Wellings	Principal Research Scientist	Kazakhstan	Implement cooperative research with the Cimmyt program (Kazakhstan) and participate in the Kazakh-Siberia Spring Wheat Improvement Network meeting	28/6/05	6/8/05

12. Legislation and legal change

Acts administered by NSW DPI and the NSW Minister for Primary Industries:

- *Agricultural and Veterinary Chemicals (New South Wales) Act 1994, No. 53*
- *Agricultural Industry Services Act 1998, No. 45*
- *Agricultural Livestock (Disease Control Funding) Act 1998, No. 139*
- *Agricultural Scientific Collections Trust Act 1983, No. 148*
- *Agricultural Tenancies Act 1990, No. 64*
- *Animal Research Act 1985, No. 123*
- *Apiaries Act 1985, No. 16*
- *Banana Industry Act 1987, No. 66*
- *Biological Control Act 1985, No. 199*
- *C.B. Alexander Foundation Incorporation Act 1969, No. 61*
- *Dairy Adjustment Programme Agreement Ratification Act 1975, No. 31*
- *Dairy Adjustment Programme Agreement Ratification Act 1977, No. 98*
- *Dairy Industry Act 2000, No. 54*
- *Dried Fruits (Repeal) Act 1997, No. 124*
- *Exhibited Animals Protection Act 1986, No. 123*
- *Exotic Diseases of Animals Act 1991, No. 73*
- *Farm Debt Mediation Act 1994, No. 91*
- *Farm Produce Act 1983, No. 30*
- *Farrer Memorial Research Scholarship Fund Act 1930, No. 38*
- *Fertilisers Act 1985, No. 5*
- *Fish Marketing Act 1994, No. 37*
- *Fisheries Act 1935, No. 58*
- *Fisheries Management Act 1994, No. 38*
- *Food Act 2003, No. 43*
- *Forestry Act 1916, No. 55*
- *Game and Feral Animal Control Act 2002, No. 64*
- *Gene Technology (GM Crop Moratorium) Act 2003, No. 12*
- *Gene Technology (New South Wales) Act 2003, No. 11*
- *Grain Marketing Act 1991, No. 15*
- *Marginal Dairy Farms Reconstruction Scheme Agreement Ratification Act 1971, No. 72*
- *Marine Parks Act 1997, No. 64 (jointly with the Minister for the Environment)*
- *Marketing of Primary Products Act 1983, No. 176*
- *Meat Industry Act 1978, No. 54*
- *Non-Indigenous Animals Act 1987, No. 166*
- *Noxious Weeds Act 1993, No. 11*
- *Plant Diseases Act 1924, No. 38*
- *Poultry Meat Industry Act 1986, No. 101*
- *Prevention of Cruelty to Animals Act 1979, No. 200*
- *Rural Adjustment Scheme Agreement Act 1993, No. 107*
- *Rural Assistance Act 1989, No. 97*
- *Rural Lands Protection Act 1998, No. 143*
- *Seeds Act 1982, No. 14*
- *Snowy Mountains Cloud Seeding Trial Act 2004, No. 19*

- *Softwood Forestry Agreement Act 1968, No. 20*
- *Softwood Forestry Agreement Ratification Act 1980, No. 90*
- *Softwood Forestry (Further Agreement) Act 1973, No. 7*
- *States and Northern Territory Grants (Rural Adjustment) Agreement Ratification Act 1985, No. 113*
- *States and Northern Territory Grants (Rural Adjustment) Agreement Ratification Act 1989, No. 168*
- *States Grants (Rural Adjustment) Agreement Ratification Act 1977, No. 104*
- *States Grants (Rural Reconstruction) Agreement Ratification Act 1971, No. 37*
- *Stock (Artificial Breeding) Act 1985, No. 196*
- *Stock (Chemical Residues) Act 1975, No. 26*
- *Stock Diseases Act 1923, No. 34*
- *Stock Foods Act 1940, No. 19*
- *Stock Medicines Act 1989, No. 182*
- *Swine Compensation Act 1928, No. 36*
- *Sydney Market Authority (Dissolution) Act 1997, No. 62*
- *Timber Marketing Act 1997, No. 72*
- *Veterinary Surgeons Act 2003, No. 87*
- *Veterinary Surgeons Act 1986, No. 55*
- *Wine Grapes Marketing Board (Reconstitution) Act 2003, No. 100*

Joint administration with the Minister for Mineral Resources:

The Minister for Mineral Resources has joint administration of the following acts with the NSW Minister for Primary Industries:

- *Coal Acquisition Act 1981, No. 109*
- *Coal Mine Health and Safety Act 2002, No. 129*
- *Coal Mines Regulation Act 1982, No. 67*
- *Coal Ownership (Restitution) Act 1990, No. 19*
- *Mine Subsidence Compensation Act 1961, No. 22*
- *Mines Inspection Act 1901, No. 75*
- *Mining Act 1992, No. 29 (except section 293, Attorney General)*
- *Occupational Health and Safety Act 2000, No. 40, so far as it relates to mines within the meaning of the Mines Inspection Act 1901 and the Coal Mines Regulation Act 1982 (remainder, Minister for Commerce)*
- *Offshore Minerals Act 1999, No. 42*
- *Petroleum (Onshore) Act 1991, No. 84*
- *Petroleum (Submerged Lands) Act 1982, No. 23*
- *Uranium Mining and Nuclear Facilities (Prohibitions) Act 1986, No. 194*

New and amended legislation

The following Bills were passed by the NSW Parliament in 2004-05:

- *Coal Acquisition Amendment (Fair Compensation) Bill 2005*
- *Forestry (Darling Mills State Forest Revocation) Bill 2004*
- *Gene Technology (GM Crop Moratorium) Amendment Bill 2004*
- *Game and Feral Animal Control Amendment Bill 2005*
- *Mine Health and Safety Bill 2004 – certain provisions of this amend the Mining Act 1992*

12. Legislation and legal change (continued)

- Mining Amendment (Miscellaneous Provisions) Bill 2004
- Noxious Weeds Amendment Bill 2005
- Petroleum (Submerged Lands) Amendment (Permits and Leases) Bill 2005
- Poultry Meat Industry Amendment (Prevention of National Competition Policy Penalties) Bill 2005
- Prevention of Cruelty to Animals Amendment Bill 2004
- Stock Medicines Amendment Bill 2004.

The following regulations were made by the Governor in 2004-05:

- Agricultural Industry Services (Interstate Arrangements) Regulation 2004
- Agricultural Industry Services (Interstate Arrangements) Amendment (Murray Valley Wine Grape Industry Development) Regulation 2004
- Agricultural Industry Services (Polls and Elections) Regulation 2005
- Exotic Diseases of Animals Amendment (Delegation) Regulation 2005
- Fisheries Management (General) Amendment (Manning River Prawn Nets) Regulation 2004
- Fisheries Management (General) Amendment (Recreational Fishing Fee) Regulation 2004
- Fisheries Management Legislation Amendment (Miscellaneous) Regulation 2004
- Fisheries Management (General) Amendment (Advisory Bodies) Regulation 2004
- Fisheries Management (General) Amendment (Management Advisory Committee Membership) Regulation 2004
- Fisheries Management (General) Amendment (Section 220ZB Exemption) Regulation 2004
- Fisheries Management (General) Amendment (Jervis Bay Purse Seine Net Permit Fee) Regulation 2005
- Fisheries Management (General) Amendment (Miscellaneous) Regulation 2005
- Fisheries Management (General) Amendment (Clarence River) Regulation 2005
- Fisheries Management (General) Amendment (Fish Receivers) Regulation 2005
- Fisheries Management (General) Amendment (Appeals) Regulation 2005
- Fisheries Management Amendment Regulation 2005
- Forestry Amendment (Fees) Regulation 2004
- Game and Feral Animal Control Regulation 2004
- Mine Subsidence Compensation Amendment (Contributions) Regulation 2005
- Mining Amendment Regulation 2005
- Rural Lands Protection (General) Amendment (Rates) Regulation 2005
- Stock (Chemical Residues) Amendment Regulation 2005
- Stock Diseases (General) Regulation 2004

Staged repeal program

The Department prepared a number of draft regulations and regulatory impact statements for public consultation in relation to the following regulations which were due for staged repeal on 1 September 2005:

- The Agricultural Industry Services (Polls and Elections) Regulation 2000
- Animal Research Regulation 2005
- Apiaries Regulation 2005
- Exhibited Animals Protection Regulation 2005
- Stock (Chemical Residues) Regulation 2005
- Stock Foods Regulation 2005
- Stock Medicines Regulation 2005
- Timber Marketing Regulation 2005.

Statute law revision amendments

There were statute law revision amendments to the:

- *Agricultural Livestock (Disease Control Funding) Act 1998*
- *Animal Research Act 1985*
- *Apiaries Act 1985*
- *Coal Industry Act 2001*
- *Exhibited Animals Protection Act 1986*
- *Exotic Diseases of Animals Act 1991*
- *Farrer Memorial Research Scholarship Fund Act 1930*
- *Fertilisers Act 1985*
- *Fisheries Management Act 1994*
- *Mining Act 1992*
- *Mine Subsidence Compensation Act 1961*
- *Noxious Weeds Regulation 2003*
- *Petroleum (Onshore) Act 1991*
- *Plant Diseases Act 1924*
- *Rural Lands Protection Act 1998*
- *Stock (Chemical Residues) Act 1975*
- *Stock Diseases Act 1923*
- *Subordinate Legislation Act 1989*
- *Swine Compensation Act 1928*
- *Timber Marketing Act 1977*

Regulations made under the subordinate legislation program

- Fisheries Management (General) Amendment (Recreational Fishing Fee) Regulation 2004
- Mine Subsidence Compensation Regulation 2002
- Stock Diseases (General) Regulation 2004.

13. Significant judicial decisions affecting NSW DPI or users of NSW DPI services

During the year there were two significant judicial decisions that may impact on our clients.

In *Australian Wool Innovation v Newkirk at PETAB*, Australian Wool Innovation failed in its claim for orders and damages against PETA under the *Trade Practice Act 1974* resulting from the call by PETA for boycotts against the wool industry until it ceased sheep mulesing and live sheep export for meat.

In *Australian Pork Ltd v Director of Animal & Plant Quarantine*, Australian Pork Limited challenged an Australian Quarantine and Inspection Service (AQIS) order that allowed the import of foreign pig meat in certain restricted circumstances. The AQIS order was based on an industry risk assessment process that the court held to be 'fundamentally flawed and could in no way be supported by science'.

Of the numerous prosecutions or other litigated matters in 2004-05 under legislation administered by the Department, several cases resulted in judicial decisions of particular significance as follows. It should be noted that, at the close of 2004-05, the three decisions of the Industrial Relations Commission (IRC) mentioned below each remained the subject of pending further proceedings in the Court of Appeal, in which the respective convicted parties were seeking the setting aside of their convictions by the IRC.

Prosecutions arising from the deaths on 14 November 1996 of four miners in an underground water inrush at Gretley Colliery resulted in fines of record levels under NSW workplace safety legislation. Those proceedings (*McMartin v Newcastle Wallsend Coal Company Pty Limited & Others*) related to offences under the *Occupational Health and Safety Act 1983*, the prosecutor being a WorkCover officer. The IRC gave judgment on 9 August 2004 convicting two corporations and three individuals and a subsequent judgment on 11 March 2005 imposing fines.

In those judgments, Newcastle Wallsend Coal Company Pty Limited and Oakbridge Pty Limited were convicted of offences under sections 15 and 16 of the Act and were fined a total of \$1.46 million. Mr R Porteous, Mr J Romke and Mr M Robinson were similarly convicted of offences under sections 15 and 16, on the basis of their status as persons concerned in the management of those corporations and accordingly their deemed liability under section 50 of the Act, and were fined \$42 000, \$30 000 and \$30 000 respectively.

Of the various mine safety prosecutions progressed by the Department in 2004-05, two resulted in the highest ever penalty levels in such prosecutions by the Department (or the former Department of Mineral Resources).

One of those matters involved proceedings arising from the death of a miner following an underground roof collapse at Awaba Colliery on 17 July 1998. In those proceedings (*Morrison v Powercoal Pty Limited & Another*), the IRC gave judgment on 18 November 2004 convicting the defendant corporation of offences under section 15 of the *Occupational Health and Safety Act 1983* and further judgment on

7 March 2005 imposing a fine of \$200 000. Issues addressed in the IRC's decision (further to its consideration of the provision in the Gretley matter) included the effect of section 50 of the *Occupational Health and Safety Act 1983* (now replaced by section 26 of the *Occupational Health and Safety Act 2000*) in deeming a corporation's managers to be liable. The IRC found charges under section 15 (by virtue of section 50) against the mine manager proven, though it opted to dismiss those charges.

The further case of *Morrison v Coal Operations Australia Limited* arose from the 6 July 1998 death of a miner at Wallarah Colliery. On 27 April 2005, the Full Bench of the IRC (granting the Departmental prosecutor's appeal) convicted the defendant of offences under section 15 of the *Occupational Health and Safety Act 1983* and imposed a fine of \$200 000.

In its 18 November 2004 decision in *NSW Fisheries v Payanouvong*, the Supreme Court (Master Harrison) upheld the scope of fisheries officers' powers under the *Fisheries Management Act 1994*. The case involved a prosecution under section 247(1) of the *Fisheries Management Act 1994* for obstructing a fisheries officer, in circumstances where, contrary to the officer's direction, the defendant emptied a bucket of fish into Botany Bay. On appeal by the Department against Sutherland Local Court's dismissal of the case, the Supreme Court rejected the Local Court's decision that fisheries officers' powers under section 250 to inspect containers (such as buckets) for fish do not apply in public places. The Supreme Court held that the reference in section 250 to such powers being exercisable on entry to 'premises' covers public as well as private places (the Act defines 'premises' as including 'any... place, whether built on or not').

Amongst the numerous prosecutions under the *Fisheries Management Act 1994* during 2004-05, most of which resulted in fines, one case resulted in the offender being sentenced to a term of imprisonment. That case was *Barrell v Hockey*, where the offender, who was caught at Pambula in possession of 1976 shucked abalone, was sentenced on 16 May 2005 to three months' gaol by Wollongong Local Court for offences under section 16(1) (possession of prohibited size fish) and section 18(2) (possession of fish above legal bag limit).

14. Waste reduction, recycling and energy management

The NSW Government's Waste Reduction and Purchasing Policy aims to reduce waste production by all government agencies. NSW DPI is committed to the program and recycles goods to minimise the impact on the environment.

Improvements in waste reduction have been achieved by the use of recycled products and the recycling of waste products. NSW DPI purchases recycled paper products and toner cartridges for general use. Recycling programs for paper, packaging and toner cartridges and for building and vegetation waste are in place at all major sites.

Government Energy Management Policy

	Units	Energy Use	CO ₂ Emissions (tonnes)
Electricity	gigajoules (GJ)	74,908	19,895
Green electricity	gigajoules (GJ)	3,364	0
Gas LPG	gigajoules (GJ)	3,376	153
Gas natural	gigajoules (GJ)	18,773	965
Heating oil	gigajoules (GJ)	196	14
Motor vehicles (petrol)	kilolitres (kL)	1,785	4,029
Motor vehicles (diesel)	kilolitres (kL)	626	1,685
Motor vehicles (LPG)	kilolitres (kL)	33	50
Other vehicles (petrol)	kilolitres (kL)	102	230
Other vehicles (diesel)	kilolitres (kL)	258	695
Total building energy	100,618	GJ	
Total building CO ₂	21,027	tonnes	
Total motor vehicles fuel	2,804	kL	
Total motor vehicles CO ₂	6,689	tonnes	
Total CO ₂	27,716	tonnes	

15. Consultants

Consultancies equal to or more than \$30 000

Consultant	Actual \$ cost	Title/Nature
Mercer Human Resources	183 922	Job evaluation
PricewaterhouseCoopers	149 890	Assessment of NSW DPI's commercial opportunities
Root Learning Inc (USA)	92 541	Change Management Communication Project
Aerosafe Risk Management	45 617	Review of OHS risks in use of aircraft in the plague locust campaign
Galvin & Associates	39 250	Risk assessment – Metropolitan Colliery
Total	\$511 222	

Consultancies less than \$30 000

During the year there were 33 consultancies of less than \$30 000 each in the following areas.

Area	Actual \$ cost of all consultancies in area
Environmental	297 991
Management	43 152
Engineering	20 000
Total	361 143
Total consultancy costs:	\$872 366

16. Payment of accounts

Time for payment of accounts

Payments were predominately made on an accrual accounting basis during 2004-05, with creditor payments mainly being made in line with each creditor's payment terms. Payment terms are entered into the financial management information system for each creditor. As invoices are received they are entered into the system, which automatically calculates when the invoice is due for payment and produces a cheque or electronic funds transfer (EFT) payment in time to reach the creditor by the due date. These terms can be overridden in urgent or special circumstances. This system allows maximum benefits to be gained from the State's cash management processes and also payment of creditors as required.

During the 2004-05 financial year, the Department processed in excess of 80 000 accounts payable documents. The Department actively seeks creditor bank details to enable as many payments as possible to be made by EFT. This expedites payment to the creditor and reduces the work involved in reconciling the Department's bank accounts.

EFT remittance advices can be automatically faxed or emailed to each creditor. This reduces the number of remittance advices requiring printing, enveloping, and posting. Further savings are being achieved through this process, with an estimated average cost of seven cents per email. In excess of 90 per cent of all remittance advices are either faxed or emailed to creditors.

Quarter	Current (i.e. within due date) \$	Less than 30 days overdue \$	Between 30 and 60 days overdue \$	Between 60 and 90 days overdue \$	More than 90 days overdue \$
September	23 615 474	21 622 842	1 774 849	541 799	1 656 836
December	43 222 955	13 575 949	2 093 615	158 774	91 244
March	23 587 430	26 321 025	4 926 009	2 239 377	2 247 793
June	27 666 789	27 918 005	4 237 828	4 816 707	1 757 096

Accounts paid on time within each quarter

Below is a schedule indicating the percentage of payments paid on time as compared to the Department's target.

The decline in the percentage of accounts paid on time coincides with the move of the main former Department of Mineral Resources office from St Leonards to Maitland and the simultaneous move of the Mineral Resources Corporate Services function to Orange. This caused the incorrect addressing of many invoices and subsequent delays in redirecting these documents for approval and processing. These were the main contributing factors to the decline in payment performance.

The Department is now using one financial management information system, with all accounts for payment being directed to and

Aged analysis at the end of each quarter

Below is a schedule of the dollar amount of payments made during 2004-05 by the Department. Also included is the time these documents were paid, compared to the due date.

Three financial management information systems were used during the year as the Department underwent a process of integration. The financial management information systems being used by the former Department of Mineral Resources and the former NSW Fisheries cannot retrospectively retrieve this statistical information. Therefore, the figures presented here represent only those processed by the SAP Financial Management Information System resident at the Department's head office.

Due to the way in which the financial management system reports payments, it is considered that payments in the 'less than 30 days overdue' category are paid on time.

The payments that appear to be overdue are inflated due to the invoice date on all invoices being used as the base date. In some instances, for example, natural disaster payments, other organisations initially receive invoices, which they then process and forward to the Department for payment. The invoice date may be months prior to our receipt of that invoice. Therefore, the invoice will fall into the category of being paid outside the creditor's terms.

processed in Orange. As a result, a noticeable improvement in payment performance has occurred.

In addition to the statistics reported below:

- there were no instances of penalty interest being paid or incurred during 2004-05
- there were few supplier enquiries regarding late payments
- the accounts payable section generally entered invoices into the accounting system within one week of receipt of the invoice.

The Department will continue to monitor these indicators in future years to ensure our payment performance improves.

16. Payment of accounts (continued)

Quarter	Total accounts paid on time			Total amount paid \$
	Target %	Actual %	Actual \$	
September	95.00	91.93	45 238 316	49 211 800
December	95.00	96.04	56 798 904	59 142 537
March	95.00	84.13	49 908 455	59 321 634
June	95.00	83.72	55 584 794	66 396 425

17. Major assets and capital works

The major physical assets of the Department consist of 24 research stations and fisheries facilities, including 11 centres of excellence in research across NSW, the Mine Safety Technology Centre at Thornton in the Hunter Valley and the Drill Core Library at Londonderry in western Sydney.

The Department has a number of departmental residences, 2 fisheries hatcheries and 94 offices. The Department also owns 2 ocean-going patrol vessels.

With the increasing reliance on efficient and speedy data and communications exchange, the Department has a large number of data servers and an extensive TCP/IP network.

During the year, the Department completed the relocation of the Mineral Resources Division from St Leonards and Lidcombe in Sydney to new premises at Maitland and Thornton in the Hunter Valley. It also completed the Plant Pathology Laboratory at Wagga Wagga Agricultural Institute and a major enhancement to the fire safety systems at the Cronulla Fisheries Centre.

We acquired major equipment to support the multi-million dollar Exploration NSW project, which will enhance the State's framework of geological, geophysical and mineral resources mapping and information.

The Department continued work to improve occupational health and safety systems, upgrade the information and communications technology infrastructure, replace marine craft and construct a site office for the Manning Shelf Bioregion Marine Park at Port Stephens.

CAPITAL WORKS

Following is a list of major capital works undertaken in 2004-05 in descending order of value:

Relocation of Mineral Resources to Maitland	\$10 600 000
Plant pathology and entomology laboratory – Wagga	\$1 450 000
Upgrade fire safety – Cronulla	\$700 000
Occupational health and safety and environmental works – statewide	\$650 000
Office refurbishment at University of Western Sydney - Richmond	\$540 000
Laboratory refurbishment – Wollongbar	\$410 000
PC2 glasshouse – Wagga	\$340 000
Dairy feed pad – Menangle	\$200 000
Upgrade of security – Elizabeth Macarthur Agricultural Institute	\$120 000

18. Land disposal

NSW DPI sold three properties for a total of \$2 483 640. A former dip site at Mt Lindesay was sold for \$3 640, Shannon Vale Field Station was sold for \$950 000 and the Fisheries office at The Entrance was sold by tender for \$1 890 000.

The properties were sold because they were surplus to NSW DPI requirements. The sale proceeds are being used for re-investment in new buildings and infrastructure.

There was no family or business association between any of the buyers and the person responsible for approving disposal.

All documents relating to property disposal are available for access under the *Freedom of Information Act 1989*.

19. Risk management and insurance

General

NSW DPI is currently using the risk systems of the four former primary industries agencies as a basis for developing an integrated and comprehensive risk management strategy. The Risk Management Committee is overseeing the development of the strategy that will be based on the Australian standard, taking account of the Audit Office report on managing risk in the public sector.

The committee's objectives are to:

- promote a culture of risk management in NSW DPI
- lead, monitor and review the risk program
- raise awareness and motivate staff to take ownership of risks, and undertake responsibilities that relate to risk management.

A high-level risk review was completed during the year. Work has now commenced on identifying risks at divisional level and developing objectives and targets to control risks and improve performance. The Risk Management Committee will coordinate the implementation of the risk management strategy and report regularly to the Director-General and the Board of Management.

Insurance premiums

NSW DPI's insurance cover is under the Treasury Managed Fund. Risk exposures under the following categories are covered:

- workers' compensation
- motor vehicles
- property
- public liability
- miscellaneous.

Statistics regarding risk coverage for the period 1 July 2004 to 30 June 2005 are shown in the tables below:

Workers' compensation

Number of injuries reported	286
Number of claims	150
Number of claims per employee	0.05
Average claim cost	\$5831
Average cost per employee	\$286

Motor vehicles

Number of claims	133
Number of claims per vehicle	0.07
Average cost per claim	\$3839
Average cost per vehicle	\$167

Property

Number of claims	35
Number of claims per employee	0.01
Average cost per claim	\$9017
Average cost per employee	\$103

Liability

Number of claims	3
Cost of claims	\$4748

Occupational health and safety inspections, audits and investigations

Twenty-five major sites across the organisation were audited to assess compliance with the OHS safety management system. The Occupational Health and Safety Unit also conducted safety inspections at 30 district offices and small sites.

The audited sites performed very well. Against the 58 audit points, 50 per cent were fully compliant and 25 per cent had only one area of non-compliance. Weaknesses were mostly with record keeping, chemical management, housekeeping and Safe Work Method Statements.

In the event of an occupational safety incident within NSW DPI, the Occupational Health and Safety Unit conducts an investigation to determine the causes and issues instructions to minimise the risk of further occurrences. Where necessary the unit liaises with WorkCover NSW regarding 'notifiable accidents'. None occurred during the year. Nor were there any prosecutions under the *Occupational Health and Safety Act 2000*.

20. Fisheries trust funds report

Fish Conservation Trust Fund

Project	Total available 2004-05 \$'000	Actual expenses 2004-05 \$'000	Carry forward \$'000
Threatened species sighting sheet project	20	10	10
Ocean Watch Program	25	25	...
Development of monitoring designs for marine protected areas using Cabbage Tree Bay Aquatic Reserve as a pilot	32	12	20
Total	77	47	30

Commercial Fishing Trust Fund

NSW DPI provides a range of monitoring, scientific, compliance and administrative services to the commercial fishing industry.

Of the eight commercial fisheries only two, abalone and rock lobster, are subject to full cost recovery of attributable costs, although there is still some degree of government contribution. In both these cases, budgets are negotiated in detail with the relevant management advisory committees.

For the remaining fisheries, charges are levied for services such as licence administration and management, but are not project specific.

Expenditure by the Department on activities relating to commercial fishing are funded from consolidated revenue with a contribution from the Commercial Fishing Trust Fund.

The Advisory Council on Commercial Fishing was consulted over the draft budget for commercial fishing.

In 2004-05 the Commercial Fishing Trust Fund contributed \$4.2 million to the Department's commercial fishery related programs.

Aquaculture Trust Fund

NSW DPI provides a range of monitoring, scientific, compliance and administrative services to the aquaculture industry.

The aquaculture industry is not subject to full cost recovery and charges are not project specific.

Expenditure by the Department on activities relating to aquaculture are funded from consolidated revenue with a contribution from the Aquaculture Trust Fund.

The Advisory Council on Aquaculture was consulted over the draft budget for aquaculture.

In 2004-05 the Aquaculture Trust Fund contributed \$648 000 towards the Department's aquaculture management activities.

Charter Fishing Trust Fund

Project	Total available 2004-05 \$'000	Actual expenses 2004-05 \$'000	Carry forward \$'000
Charter fishing consultation	34	23	11
Charter fishing monitoring program	105	35	70
Charter fishing management contribution	30	30	...
Total	169	88	81

20. Fisheries trust funds report (continued)

Recreational Fishing (Saltwater) Trust Fund expenditure

Project	Total available 2004-05* \$'000	Actual expenses 2004-05 \$'000	Carry forward \$'000
ACoRF meeting expenses	17	17	0
Artificial reef management	169	126	43
Communications management	143	143	0
Dusky flathead research	65	18	46
Expenditure Committee meeting expenses	30	37	-7
Fish aggregation devices (FADs)	128	130	-3
Fishcare Volunteer Program	607	536	71
Fisheries officers (coastal officers)	1 053	1 053	0
Fisheries officers (mobile squad)	355	317	38
Gamefish Tagging Program	183	177	6
Life history of black bream, luderick & age validation research	321	202	119
Marine recreational management	75	75	0
Marine recreational research	93	93	0
Maximising survival of line-caught fish research	238	143	96
Pilot Habitat Restoration Program (Clarence)	64	59	6
Recreational Fishing Fisheries Management Strategy	300	300	0
Recreational harvest of baitfish in NSW research	134	63	71
Recreational fishing havens survey - Lake Macquarie, Tuross Lake	71	71	0
Recreational fishing havens process	506	179	326
Small grants	99	39	60
Tournament monitoring (coastal)	150	148	2
Trust Executive Officer & Reminder Notice Program	280	284	-4
Subtotal	5 081	4 210	870
Direct payments:			
Angel rings (ANSA)	39	39	0
Capacity development for recreational committee representatives	14	14	0
Economic survey of recreational fishing in 2 coastal towns	22	22	0
Impact of restocked mullet fingerlings	40	40	0
Loan repayment – recreational fishing havens	2 000	2 000	0
Marine Discovery Centre, Bondi Beach	50	40	10
Mullet tagging in estuaries (identifying mullet sites)	11	11	0
Recreational fishing havens survey – northern NSW	121	60	60
Research to develop minimum size limits	51	51	0
Striped mullet economic survey	19	19	0
Study of landed fish at gamefishing tournaments	24	18	6
Validating existing fishing survey information	19	0	19
Video sampling of fish in recreational fishing havens	20	20	0
Subtotal	2 430	2 334	95
Total	7 511	6 544	965

* The total available 2004-05 consists of allocations from the trust fund in 2004-05 and amounts carried forward from 2003-04

20. Fisheries trust funds report (continued)

ACoRF meeting expenses

The Advisory Council on Recreational Fishing (ACoRF) provides high quality advice to the Minister for Primary Industries on matters relating to recreational fishing. The Council plays a key role in consultation over changes to recreational fishing and advises on the feasibility and acceptability of management initiatives. The Council is required to meet at least four times a year and also considers issues out of session. Expenses associated with Council meetings are funded by the Trust.

Artificial reef management

A three-year pilot program has commenced involving the deployment of artificial reefs in identified barren areas in three recreational fishing havens to enhance fishers' catch. Once the necessary approvals have been obtained, the reefs will be constructed using 'reef balls' which have been successfully used around the world to create extensive habitat for marine fish.

Communications management

The aim of the communications program is to inform and educate the community about responsible fishing using a wide range of communications tools such as media, publications, the web and events. The program involves the management of the information and advisory telephone and email service, coordinating the content of the website, designing, producing and distributing well over one million booklets, flyers, sticky rulers, and other print materials, and coordinating and supporting over 50 fishing events and field days across NSW.

Dusky flathead research

The Saltwater Trust is funding research to determine the reproductive cycle, size and age at maturity and the timing and location of spawning of dusky flathead in NSW. The research will inform possible management options to maintain sustainable harvesting including suitable size limits.

Expenditure Committee meeting expenses

The Recreational Fishing Saltwater Trust Expenditure Committee provides advice on priorities for expenditure from the Recreational Fishing (Saltwater) Trust. There are 13 anglers representing eight regions along the coast and coastal statewide groups with interests in recreational fishing. The Committee met four times during 2004-05 and was also requested to consider issues out of session. The Saltwater Trust Fund expenses associated with the committee meetings included sitting fees, travel expenses and accommodation.

Fish aggregating devices (FADs)

Fifteen fish aggregating devices or FADs have so far been successfully placed in easily accessible coastal waters to attract pelagic fish

such as mahi-mahi and even tunas and marlin. The FADs have been installed with the assistance of local recreational fishing clubs and provide an alternative to traditional fishing grounds while relieving fishing pressure on popular surrounding reefs. Fishers have been reporting great catches, especially over the summer months. Approval is being sought to deploy an additional five FADs.

Fishcare Volunteer Program

The successful Fishcare Volunteer Program is the flagship education initiative of the Recreational Fishing Trusts. The program started in 1999 and now involves over 310 coastal volunteers. Fishcare Volunteers are community members involved in face-to-face education of the recreational fishing community. Volunteers donate their time and effort promoting awareness and advising fishers about the rules and values of sustainable recreational fishing. Volunteers assist in a range of activities such as fishing workshops, catch surveys and community fishing events. As part of the program, the Saltwater Trust has provided funding for three eye-catching mobile education units which spread the message on responsible fishing at fishing events, community days, schools presentations and fishing clinics.

Fisheries officers (coastal)

The Saltwater Trust is funding nine coastal fisheries officers based in the Clarence, Hastings, Port Stephens, Hunter, Sydney north and south, Shoalhaven, Batemans Bay, and far south coast regions. These officers work closely with other NSW DPI officers to target high-risk offenders and known black spots. The increased presence of fisheries officers is widely appreciated by fishers, as it is an effective deterrent against illegal activity. The officers are also able to distribute advisory material and answer fisher enquiries.

Fisheries officers (mobile squad)

The Saltwater Trust is also funding a recreational mobile squad or 'flying squad' of three fisheries officers based at Brooklyn. The mobile squad carries out extensive day and night-time patrols throughout NSW to maximise compliance with fishing rules and to promote the Recreational Fishing Fee. Officers are equipped with the latest technology.

Gamefish Tagging Program

The program aims to provide valuable scientific information on the biology (distribution, movement, growth and exploitation) of billfish, tuna, sharks and sportfish. Running since 1973, the tagging program is the largest of its kind in the world and encourages gamefish anglers to participate in fisheries management and research. The program provides the only tag/recapture information on species such as black marlin, sailfish, albacore, dolphin fish and sharks. A small plastic tag has recently been introduced for small pelagic fish such as dolphinfish and kingfish.

20. Fisheries trust funds report (continued)

Life history and biology of black bream, luderick and age validation research

The Saltwater Trust is funding essential research on the biology and life history of blackbream and luderick, two key recreational species. Over 3000 samples have been collected, measured and dissected to determine length at age relationships, growth and reproductive biology. As part of the study, black bream and luderick have also been tagged in order to study their movement patterns. This study is providing essential information on the status and structure of NSW black bream and luderick populations that will ensure sustainable management of these key recreational species.

The age validation research aims to provide an ageing technique for key recreational fish species, including sweep, tarwhine, luderick, sand whiting, bream and dusky flathead. Information on age and growth is essential for stock assessments of fish populations. The study aims to answer questions such as How old is a fish at any given size? and At what age does a fish reach the minimum legal length?

Marine recreational management

Funds have been allocated to a range of marine recreational management activities. Such activities include providing information to angling groups, stocking groups and stakeholders; consulting and corresponding with fishing clubs and other key stakeholder groups; responding to angler inquiries; collating community submissions; and maintaining a database of over 1000 NSW-based recreational fishing clubs.

Marine recreational research

This program covers the employment cost for a technical officer to coordinate the recreational fishing havens – Lake Macquarie and Tuross Lake research program, which was recently completed.

Maximising the survival of line-caught fish program

Due to the increasing popularity of catch-and-release fishing, the Trust is funding research using recreational fishing events and aquarium experiments to estimate and maximise the survival of released line-caught fish. The project aims to test and develop changes to procedures and/or fishing gears to ensure sustainable recreational fishing practices. The study will identify detrimental hooking, handling and release procedures and establish strategies for enhancing the survival of large numbers of released caught fish.

Pilot Habitat Restoration Program (Clarence)

The Pilot Fish Habitat Restoration Program aimed to encourage community involvement in fish habitat rehabilitation projects within the Clarence River catchment. The 14 grant projects have generated a range of projects that have restored natural tidal flows, habitat and fish passage to over 500 hectares of floodplain and estuarine wetlands and generated almost \$500 000 in additional funding.

Recreational Fishing Fisheries Management Strategy

NSW DPI has prepared and distributed 75 000 discussion papers covering issues such as bag and size limits, fishing competitions, spearfishing and charter boats. This is the biggest-ever recreational fishing initiative in NSW. Some anglers are already involved in the project through the Advisory Council on Recreational Fishing and specially formed management planning committees. Community feedback will inform decisions on immediate and longer-term actions for a sustainable recreational fishery.

Recreational harvest of baitfish in NSW research

This research program aims to provide reliable estimates of the quantities of blue mackerel taken by the recreational sector to determine the total impacts of fishing and to make informed decisions about resource sharing amongst stakeholders.

Recreational fishing havens survey – Lake Macquarie and Tuross Lake

This project is designed to assess changes in the catch and effort of recreational fishers following the declaration of recreational fishing havens in Lake Macquarie and Tuross Lake. The study repeated previous creel surveys in 1999-2000. During the survey, 70 volunteers and staff collected data on 72 sample days at each estuary during the 12-month survey period. At Lake Macquarie 4200 shore anglers and 10 600 boat-fishers were surveyed at the various boat ramps while at Tuross Lake 4100 boat-based anglers were surveyed.

Recreational fishing havens process

Recreational fishers along the NSW coast are benefiting from the 30 recreational fishing havens preserved for recreational fishing. The commercial fishers who surrendered 251 fishing businesses, including 468 fishing boat licences and 1670 net registrations, received fair compensation. Their relocation and retraining costs were also covered.

Small grants

The Small Grants Program funds the little things that matter. Fishing clubs, councils, community groups and individuals have received grants up to \$5000 for programs to improve recreational fishing. Funding proposals are limited to \$5000 and should be matched by funds from the applicant or other sources. Programs funded to date include:

- 20 fish cleaning tables
- 3 fish measuring stations
- 1 outdoor display centre
- 1 weir removal
- 3 education pamphlets
- 5 research studies investigating bream, luderick, estuary perch, kingfish juvenile fish and gamefish.

20. Fisheries trust funds report (continued)

Tournament monitoring (coastal)

Fishers at fishing competitions across NSW are contributing to improved knowledge of the state of our fisheries. Researchers are collecting catch and effort data at selected events to monitor selected fish populations and the quality of recreational fishing locations across coastal NSW. The fisher-generated information assists fisheries managers to evaluate the success of strategies in place for recreational fishing. Competitors are asked to complete a fishing report form on which they record number of fish captures, fish measurements and the time spent fishing. This information is used to determine an angling catch rate (i.e. the number of fish caught for every hour spent fishing in the particular area) and the fish population structure in each fishery.

Trust Fund Executive Officer and Reminder Notice Program

The Trust is funding an Executive Officer to oversee and provide better service delivery to the Saltwater Expenditure Committee and to the Advisory Council on Recreational Fishing to ensure transparent reporting, communicate the work of the Committee to fishing clubs and the broader community, and provide a conduit for recreational fisher views into the Committee. The Executive Officer also oversees the implementation and delivery of trust-funded programs and monitors and reports on trust fund budgets and program progress. The Executive Officer coordinates the Reminder Notice Program, which incorporates advisory material to increase awareness of recreational fishing management, including details of where funds from the fishing fees go.

Direct payments

Angel rings

Funds are assisting the Australian National Sportfishing Association (NSW) to install angel rings or life buoys at popular rockfishing spots. Since inception of the program, over 65 assemblies have been installed and at least 20 lives have been saved. Contributing funds from the Recreational Fishing Fee will allow further installations.

Capacity development for recreational committee representatives

The Trust has funded a program to improve the skills of Recreational Fishing Committee members.

Economic survey of recreational fishing in two coastal towns

The report released in August 2005 and funded by the Saltwater Trust has shown that the recreational fishing sector is worth more than \$20 million each to Port Macquarie and Narooma/Bermagui every year. The study examined the daily spending and fishing habits of anglers, the number of fishing days each year for both locals and visitors, and fishing-related expenditure. The study has increased

our understanding of the importance of recreational fishing to local economies in rural coastal NSW and the link between tourism and the recreational fishing industry in a typical coastal town in NSW.

Impact of restocked mulloway fingerlings

Ongoing research is exploring the impact of stocking a highly prized sportfish, the mulloway. Since 2003 NSW DPI, in collaboration with the University of NSW, has stocked 140 000 mulloway fingerlings in Botany Bay and Smith's Lake. Researchers have investigated the growth and survival of the stocked fish and have examined the gut contents of recaptured stocked mulloway to determine what they eat. This information will be used to assess the impact of stocked fish on wild stock food sources such as other fish and prawns.

Loan repayment – recreational fishing havens

The recreational fishing havens established in 2002 were funded through a \$20 million loan from the NSW Treasury. The Treasury loan repayments schedule requires that repayments of \$2 million be paid in each financial year. Payments of \$1 million were made on 31 December 2004 and 30 June 2005.

Marine Discovery Centre, Bondi Beach

Funds from the Recreational Fishing Trust have been allocated to the enhancement of the Bondi Marine Discovery Centre, Bondi Beach for the education of Sydney school children on sustainable recreational fishing. The Centre is a non-profit organisation that offers marine and coastal education excursion programs to schools and communities in the Sydney region. Located within the Bondi Pavilion, there is an interactive aquarium, museum and educational arcade.

Mulloway tagging in estuaries (identifying mulloway sites)

The University of NSW is using ultrasonic tags to track mulloway, thereby collecting data on daily and seasonal movements. Mulloway have been caught in Botany Bay and tags surgically injected into the abdomen of the fish. The fish can then be tracked with a radio transmitter on a daily basis. The tracking information will provide estimates of the home range and preferred habitat of mulloway and also assist in determining the appropriate densities for any future stocking in NSW estuaries.

Recreational fishing havens survey – northern NSW

The Saltwater Trust is funding a study to determine the effectiveness of recreational fishing havens in improving recreational angling in northern NSW. Southern Cross University is undertaking sampling in three havens, the Tweed River, Richmond River and Camden Haven River. These river systems are different sizes, provide various habitat types and are not completely closed to commercial fishing. Data will be collected on species composition, abundance and the size structure of key recreational fish species within and adjacent to the havens. Surveys will also be used to gauge angler attitudes regarding

20. Fisheries trust funds report (continued)

the implementation and benefits of the havens.

Research to develop minimum size limits

The Saltwater Trust is funding research to develop a framework based on biological, social and economic information so that appropriate minimum legal lengths can be determined for species. Species to be studied include snapper, silver trevally, rubberlip morwong, yellowtail kingfish, mulloway, sweep, pearl perch and various reef associated wrasses and leatherjackets.

Striped marlin economic survey

The Saltwater Trust funded an economic survey of the striped marlin fishery. The report released in December 2004 assessed the comparative economic benefits of the use of the striped marlin resource by recreational and Commonwealth licensed commercial fishers.

Study of landed fish at game fishing tournaments

This program involves the organisation, coordination and reporting on biological research and sampling at gamefishing tournaments across NSW. Local and international scientists and NSW DPI staff

attend the tournaments to collect valuable biological data on otherwise difficult to access species so that the life cycles of gamefish and sharks can be studied.

Validating existing fishing survey information

The Saltwater Trust is funding a study to reconcile all current information on recreational fishing activity, catch and expenditure in NSW, including the NSW component of the National Recreational and Indigenous Fishing Survey. The study will identify areas where potential discrepancies may occur and propose further investigations in order to clarify the validity of using the surveys for management decisions.

Video sampling of fish in recreational fishing havens

The Saltwater Trust funded the purchase of video equipment to assist the Recreational Fishing Havens – Northern NSW Research Program.

Recreational Fishing (Freshwater) Trust Fund expenditure

Project	Total available 2004-05* \$'000	Actual expenses 2004-05 \$'000	Carry forward \$'000
Dollar-for-Dollar Native Fish Stocking Program	225	186	39
Eastern Cod Stocking Program	20	13	7
Effectiveness of stocking research	160	107	53
Enhanced fish production for stocking	303	294	9
Expenditure Committee meeting expenses	18	25	-7
Fishcare Volunteer Program	268	194	74
Fisheries officers (inland)	625	528	97
Freshwater recreational management	160	149	12
Fish habitat restoration grants	184	160	25
Impoundments Access Program	23	9	14
Inland advisory trailer	27	27	0
Recreational Fishing Fisheries Management Strategy	122	122	0
Regional fish habitat managers (2)	274	272	2
Small Grants Program	40	23	17
Statewide angler survey	13	13	0
Tournament monitoring research (inland)	150	167	-17
Total	2 612	2 289	325

* The total available 2004-05 consists of allocations from the trust fund in 2004-05 and amounts carried forward from 2003-04

20. Fisheries trust funds report (continued)

Dollar-for-Dollar Native Fish Stocking Program

The Dollar-for-Dollar Native Fish Stocking Program has been a great success with many stocking organisations involved. Fishing clubs, council and community groups are matched dollar-for-dollar by the Freshwater Trust in raising money to buy native fish (Murray cod, golden perch and Australian bass) from private hatcheries to stock public waterways. During 2004-05, 534 478 golden perch, 247 766 Murray cod and 100 100 bass were stocked.

Eastern Cod Stocking Program

This conservation stocking program is part of the Eastern Cod Recovery Plan. Funding supports essential research into genetic factors to ensure effective stocking practices.

Effectiveness of stocking research

This program provides estimates of mortality and survival rates of stocked fish, the contribution of stockings, and percentage returns to the angler. The project utilises several marking techniques on trout and native fish species. Several impoundments and rivers have been stocked with marked fish including rainbow trout, Murray cod, golden perch and Australian bass.

Enhanced fish production for stocking

Freshwater Trust funds are being used to enhance the capacity of government hatcheries at the Narrandera Fisheries Centre, Gaden Trout Hatchery (Jindabyne), Dutton Trout Hatchery (Ebor) and Port Stephens Fisheries Centre to produce high priority recreational species including trout, salmon, Australian bass, Murray cod, golden perch and silver perch. During 2004-05, over seven million fish were released from government hatcheries. This included a record 543 000 Murray cod fingerlings. The program also funds fisheries technician positions at Narrandera, Jindabyne and Port Stephens hatcheries. Operational funds provide support for additional production costs, including feeding, stocking costs, overtime and temporary assistance at hatcheries during peak periods.

Expenditure Committee meeting expenses

The Recreational Fishing Freshwater Trust Expenditure Committee reviews new funding proposals from the Recreational Fishing Freshwater Trust and the progress of existing programs funded by the Trusts. Members also provide input on expenditure priorities from their region or organisation. There are eight positions on the committee: three representatives from east of the dividing range, three representatives from the highland and western slopes, and two far west representatives. The Freshwater Trust funds meeting expenses including travel to and from meetings, sitting fees, catering and accommodation expenses.

Fishcare Volunteer Program

Under the freshwater component of the Fishcare Volunteer Program, the saltwater and freshwater trusts jointly fund a state coordinator's position and the freshwater trust funds an education officer's position in Bathurst. The state coordinator sets the overall direction, policy and procedures for the program, guides the work of the education officers and coordinate statewide education programs. The education officer is responsible for the training and support of Fishcare Volunteers in inland NSW and also provides support to other community programs, such as fishing workshops and school visits. The education officer manages the more than 110 active volunteers in the Armidale, Bathurst, Orange, Cowra, Albury, Mudgee, Tamworth and Wagga Wagga regions.

Fisheries officers (inland)

Freshwater Trust funds make it possible to have six extra inland fisheries officers out and about on the water. These officers are located at Inverell, Bathurst, Wellington, Cooma/Jindabyne, Albury and Dareton. They work closely with other NSW DPI officers to target high-risk offenders and known black spots. The increased presence of fisheries officers is widely appreciated by fishers, as it is an effective deterrent against illegal activity. The officers also distribute advisory material and answer fisher enquiries.

Freshwater recreational management

Funding is provided to employ an inland recreational fisheries manager based at Tamworth. The manager is chiefly responsible for activities associated with the coordination of the community and government fish stocking programs, the small grants program and the Freshwater Trust Expenditure Committee. The manager plays a key role in community liaison, correspondence with fishing clubs and other key stakeholder groups, the advisory signage program and in the updating of freshwater fishing publications.

Fish habitat restoration grants

The Freshwater Habitat Restoration Program matches funding to enhance native fish stocks by restoring and protecting their environment. Fishing clubs, local councils, landholders and Landcare groups carried out projects in 2004-05 which have resulted in the rehabilitation of more than 80 hectares of floodplain and wetland habitat and 30 kilometres of riverbank by removing obstacles to fish movement and introducing large, woody debris to create habitat for native fish.

Impoundments Access Program

The program involved the development of a guidebook to assist and encourage anglers to visit 93 quality fisheries established as a result of stocking recreational fish species. The guidebook provides

20. Fisheries trust funds report (continued)

information on local facilities, the dimensions of each waterbody, accommodation, stocking history, other fish present and boating information. This guide is available at www.dpi.nsw.gov.au

Inland advisory trailer

Funding has been provided for a mobile education unit. The unit will be similar to the successful coastal education units and will spread the message of responsible fishing at fishing events, community days, schools presentations and fishing clinics.

Recreational Fishing Fisheries Management Strategy

This program is outlined on page 126.

Regional fish habitat managers

Two inland conservation managers are responsible for a variety of activities including weir review, fishway installation, management of the Fish Habitat Restoration Program, management of habitat rehabilitation projects, impact assessment, extension and education, recovery planning for threatened species and coordinating the implementation of the Murray-Darling Basin Native Fish Strategy.

Recreational Fishing (Freshwater and Saltwater) Trust Fund expenditure

The following programs are funded on a one-third/two-thirds basis by the respective trust funds.

Project	Total available 2004-05* \$'000	Actual expenses 2004-05 \$'000	Carry forward \$'000
Fishing guides	140	143	-3
Fishing workshops	88	74	14
Fishing promotion	64	66	-2
Recreational fishing fee administration	808	860	-52
Recreational fishing fee research	80	80	0
Total	1 180	1 223	-43

*The total available 2004-05 consists of allocations from the trust fund in 2004-05 and amounts carried forward from 2003-04

Fishing guides

The fishing licence fee funds production of the saltwater and freshwater recreational fishing guides. Each year the guides are updated to ensure the most current information is being provided to recreational fishers. Last year 200 000 copies of the saltwater guide and 100 000 copies of the freshwater guide were distributed free of charge from fisheries offices, Fishcare Volunteers, at community events and most fishing tackle shops, caravan parks, local shops, service stations and Kmart stores where the fishing fee can be paid.

Fishing workshops

Money from the recreational fishing licence fee funds fishing workshops. NSW DPI participated in over 25 coastal and 12 inland workshops, teaching responsible fishing practices to children and

Small grants

The small grants program is designed to provide seed funding for community groups and other organisations for projects designed to enhance freshwater recreational fishing opportunities.

Tournament monitoring research (inland)

Angling catch and effort data is being collected at almost 50 freshwater tournaments each year. Anglers are issued with a fishing report kit, which enables them to record the length of fish caught and the time spent fishing. This allows for the calculation of a catch rate (number of fish caught per angling hour or angling trip), which can be compared from year to year and between different waterways. The information collected is assisting fisheries managers to evaluate the success of strategies in place to benefit recreational fishing.

their families and promoting fishing to disabled people and those from other cultures.

Fishing promotion

The expenditure committee actively supported a wide range of communication initiatives designed to educate the community about the requirement for a NSW recreational fishing licence and responsible fishing practices. The project involved distribution of information about the fishing licence, exemptions, the purpose of the licence and sustainable fishing practices.

Recreational fishing fee administration

Administration of the NSW Recreational Fishing Fee system ensures the efficient servicing of enquiries from licence sales agents and licensed recreational fishers. The fees cover running costs associated

20. Fisheries trust funds report (continued)

with maintaining the licence sales network, licence printing, postage, financial management and audit requirements, data management and payment of the five per cent agent commission to standard agents.

Recreational fishing fee research

NSW DPI maintains a database of the recreational fishers who pay the fishing licence fee. Information on the number and distribution of

recreational fishers is important for the management of recreational fishing and the conservation of fish stocks. The database has been used for various research projects, including expenditure surveys to show the importance of recreational fishing and the National Recreational and Indigenous Fishing Survey.

21. Marine parks

Expenditure incurred on marine parks during 2004-05 is shown in the following table:

(a) General (recurrent expenditure)	Budget \$	Actual \$
Solitary Islands	457 506	468 650
Jervis Bay	116 312	118 265
Cape Byron	467 553	471 649
Manning Bioregion	406 303	399 226
Corporate Projects	119 576	108 927
	1 567 250	1 566 717

(b) Buyouts	Budget \$	Actual \$
Cape Byron Administration	0	0
	219 000	110 773
	219 000	110 773

22. Funds granted to non-government community organisations

FISHERIES

South Creek Restoration Greening Australia NSW	\$20 000.00	Nidgery Weir Fishway Nidgery Weir Trust	\$8 600.00
Indigenous Fishery Grant Wollongong Aquaculture Aboriginal Corporation	\$12 500.00	Riparian fencing PJ & BJ Conalin - Deniliquin	\$8 000.00
Cudgel Creek Monitoring Program Murrumbidgee Wetland	\$10 000.00	West Micalo Island Repair Works Geoff Flett & Maree Kelly	\$7 924.50
Freshwater Habitat grant program Conservation Volunteers - Ballarat	\$10 000.00	Fish cleaning tables, Gwydir River, Bingara Bingara Anglers Club Murray	\$5 000.00
Narrandera Recreational Fishing Club	\$10 000.00	Saltwater Trust Fund Grant Project Coast Guard Port Kembla	\$5 000.00
Wetland Care Australia - Ballina	\$10 000.00	Australian National Sportfishing Association	\$4 480.00
Rehabilitation of Bombala River Snowy River Landcare	\$10 000.00	Maloi River Catchment Habitat Rehabilitation Lithgow-Oberon Landcare	\$3 850.00
Cowans Creek Rehabilitation Project Wetland Care Australia	\$9 000.00	Fish Tagging within Shoalhaven Catchment Southern Bass Fishing Club	\$2 800.00
East Micalo Aquatic Rehabilitation Fred & Chris Welsh	\$9 000.00	Fish cleaning tables, Laurieton Laurieton United Servicemens Club	\$1 200.00
Ullagundahi Aquatic Rehabilitation Yaegl Local Aboriginal Land Council	\$9 000.00	Payment for erection of signage Singleton Fly Fishing Club	\$333.18
Micalo Island Rehabilitation Project Robert Schafer & Allan Byrne	\$8 641.82		

MINERALS

Stage 2 contribution to the Collaborative Research Centre AMIRA International	\$35 000.00
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AGRICULTURE

To subsidise costs to affected farmers of transporting stock, fodder, & water		To assist in the management of the <i>Prevention of Cruelty to Animals Act 1979</i>	
various	\$21 405 250.00	RSPCA	\$233 200.00
To assist in the eradication of noxious weeds		NSW Animal Welfare League	\$54 000.00
various	\$7 377 000.00	Cat Protection Society of NSW	\$15 500.00
Rural Lands Protection Board IT Strategic Plan		Wildlife Information & Rescue Service	\$15 500.00
State Council Rural Lands Protection Board	\$1 294 000.00	Domestic Animal Birth	\$3 000.00
To assist with operating expenses		To assist rural financial counsellors to cover additional costs during drought periods	
State Council Rural Lands Protection Board	\$425 000.00	Richmond Valley Business & Rural Financial Counselling Service	\$75 000.00
Contribution to Farmers of the Year awards, NSW Farmers' Association	\$9 000.00	Richmond Valley Business & Rural Financial Counselling Service	\$50 250.00
Agricultural Society Council of New South Wales	\$2 000.00	Castlereagh Advisory Centre	\$50 000.00
To meet regulatory and accounting expenses		Macquarie Rural Advisory Service	\$50 000.00
NSW Grains Board	\$250 000.00	North West Rural Counselling Service	\$50 000.00
		Southern Riverina Rural Advisory Service	\$50 000.00
		Wentworth Balranald Rural Counselling Service	\$50 000.00

22. Funds granted to non-government community organisations (continued)

Castlereagh Advisory Centre	\$33 500.00	Bogan Advisory Service	\$8 250.00
Macquarie Rural Advisory Service	\$33 500.00	Brewarrina & District Rural Counselling Service	\$8 250.00
North West Rural Counselling Service	\$33 500.00	Central West Rural Financial Counselling Service	\$8 250.00
Southern Riverina Rural Advisory Service	\$33 500.00	Gunnedah & District Rural Counselling Service	\$8 250.00
Wentworth Balranald Rural Counselling Service	\$33 500.00	Lower Hunter/Manning Rural Counselling Service	\$8 250.00
Bogan Advisory Service	\$25 000.00	Murrumbidgee Valley Rural Financial Counselling Service	\$8 250.00
Bourke Rural Counselling Service	\$25 000.00	New England Rural Counselling Service	\$8 250.00
Brewarrina & District Rural Counselling Service	\$25 000.00	Southern Tablelands Rural Counselling Service	\$8 250.00
Central West Rural Financial Counselling Service	\$25 000.00	Lower Lachlan Community Services	\$6 752.00
Cowra Regional Advisory Service	\$25 000.00		
Forbes Rural Counselling Service	\$25 000.00	Sponsorship of 2005 Royal Easter Show	
Gunnedah & District Rural Counselling Service	\$25 000.00	Royal Agricultural Society of NSW	\$50 000.00
Lachlan Advisory Group	\$25 000.00		
Lower Hunter / Manning Rural Counselling Service	\$25 000.00	To assist in providing counselling services to farmers	
Lower Lachlan Community Services	\$25 000.00	Bourke Rural Counselling Service	\$27 917.00
New England Rural Counselling Service	\$25 000.00	Bourke Rural Counselling Service	\$22 248.00
North East Riverina Rural Advisory Service	\$25 000.00	Upper Hunter Rural Counselling Service	\$16 750.00
Monaro Rural Counselling Service	\$25 000.00	Forbes Rural Counselling Service	\$16 667.27
Murrumbidgee Valley Rural Financial Counselling Service	\$25 000.00	Southern Riverina Rural Advisory Service	\$16 500.00
Southern New England Rural Counselling Service	\$25 000.00	Macquarie Rural Advisory Service	\$16 500.00
Southern Tablelands Rural Counselling Service	\$25 000.00	Cowra Regional Advisory Service	\$16 000.00
Upper Hunter Rural Counselling Service	\$25 000.00	Lower Hunter / Manning Rural Counselling Service	\$13 000.00
Walgett Advisory Group	\$25 000.00	Forbes Rural Counselling Service	\$8 332.73
Warrumbungle Rural Community	\$25 000.00	Lachlan Advisory Group	\$8 250.00
Richmond Valley Business & Rural Financial Counselling Service	\$24 750.00	North East Riverina Rural Advisory Service	\$8 250.00
Bogan Advisory Service	\$16 750.00	Southern New England Rural Counselling Service	\$8 250.00
Bourke Rural Counselling Service	\$16 750.00	Upper Hunter Rural Counselling Service	\$8 250.00
Brewarrina & District Rural Counselling Service	\$16 750.00	Walgett Advisory Group	\$8 250.00
Central West Rural Financial Counselling Service	\$16 750.00	Warrumbungle Rural Community	\$8 250.00
Gunnedah & District Rural Counselling Service	\$16 750.00	Monaro Rural Counselling Service	\$6 360.00
Lachlan Advisory Group	\$16 750.00		
Lower Hunter/Manning Rural Counselling Service	\$16 750.00	To assist in the destruction of wild dogs	
Monaro Rural Counselling Service	\$16 750.00	Yass Rural Lands Protection Board	\$24 719.28
Murrumbidgee Valley Rural Financial Counselling Service	\$16 750.00	Northern New England Rural Lands Protection Board	\$8 540.69
New England Rural Counselling Service	\$16 750.00	Armidale Rural Lands Protection Board	\$5 626.27
North East Riverina Rural Advisory Service	\$16 750.00	Braidwood Rural Lands Protection Board	\$5 189.33
Southern New England Rural Counselling Service	\$16 750.00	Hunter Rural Lands Protection Board	\$3 795.86
Southern Tablelands Rural Counselling Service	\$16 750.00	Gloucester Rural Lands Protection Board	\$2 847.68
Walgett Advisory Group	\$16 750.00	Grafton Rural Lands Protection Board	\$2 408.40
Warrumbungle Rural Community	\$16 750.00	Cooma Rural Lands Protection Board	\$2 342.67
Castlereagh Advisory Centre	\$16 500.00	Tamworth Rural Lands Protection Board	\$1 923.41
Wentworth Balranald Rural Counselling Service	\$16 500.00	Kempsey Rural Lands Protection Board	\$1 318.59
Cowra Regional Advisory Service	\$16 000.00	Goulburn Rural Lands Protection Board	\$1 288.11
Lower Lachlan Community Services	\$13 750.00		
		To off-set audit costs	
		C B Alexander Foundation	\$5 000.00

23. Eastern Cod Recovery Plan

The Minister approved the recovery plan for the endangered eastern freshwater cod (*Maccullochella ikei*) in May 2004. The plan identifies the actions required to recover the species to a position of viability in nature. NSW DPI is the lead implementation agency, however the plan also identifies other government agencies, authorities, councils and community groups that have a role and responsibility to contribute to implementing recovery actions. Public authorities are required to report on actions taken to implement measures for which they are responsible in their annual report to Parliament. This report only relates to actions taken by NSW DPI during 2004-05 to implement the recovery measures identified in the plan.

NSW DPI continued to conduct annual surveys of eastern cod populations and support post graduate studies relating to the ecology and genetics of the species. On-ground works to enhance eastern cod habitat progressed, and areas of eastern cod habitat were assessed in relation to stocking site selection and development of a strategic habitat protection/restoration plan.

Targeted compliance operations were conducted and information brochures, signs, media releases and field days increased community understanding and awareness.

An independent review of genetic issues relating to the conservation-stocking program was completed. The program was later deferred pending the results of a broader genetic study of the wild population and assessment of the success of previous stock enhancement activities.

24. Evaluation and improvement

NSW DPI is committed to ongoing evaluation and improvement of programs and services to both external and internal stakeholders. To this end, the following four major reviews were undertaken in 2004-05.

Mine Safety Review

In September 2004, the Minister for Mineral Resources announced a review of mine safety by the Hon. Neville Wran AC QC, with assistance from Ms Jan McClelland and an expert panel. NSW DPI provided resources and contributed information, including a substantial submission. The report on the review was publicly released in April 2005.

Overall, the review found that a more cooperative approach by industry, unions and government on mine safety would be beneficial. The Minister is now considering the review's 31 recommendations.

Further details on the review appear in this report in the section on the Biosecurity, Mine Safety and Compliance Division.

Aviation safety

There were three separate incidents involving helicopters contracted for the 2004-05 plague locust campaign. Unfortunately, one of the incidents resulted in the deaths of two people and serious injuries to another person.

The Department subsequently engaged independent consultants Aerosafe Risk Management to assess the risks involved in aerial

control operations. This assessment was in addition to a formal inquiry by the Australian Transport Safety Bureau (ATSB).

The ATSB report, released on 8 June 2005, examines the effects of contractual arrangements and organisational interaction on aviation safety, using the plague locust control campaign as a case study. The report identifies safety improvements.

The Department is reviewing the findings of both the ATSB and independent reports.

Cattle tick

In May 2005, the Minister for Primary Industries announced a review into cattle tick fever by the former Member for Orange, Mr Garry West. The review examined how advice is provided on cattle tick issues, the use of cattle tick vaccine, introduction of Queensland cattle into NSW, and the possible use of electronic surveillance to enhance existing border control. The Minister is currently considering Mr West's report.

Commercialisation

During 2004-05, independent consultants PricewaterhouseCoopers were engaged to assess the opportunities for commercialisation within the Department. A number of potential opportunities were identified and are currently under consideration.

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NSW DEPARTMENT OF
PRIMARY INDUSTRIES

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