



ANNUAL REPORT **2015-16**



Australian Government
**Australian Radiation Protection
and Nuclear Safety Agency**

ANNUAL REPORT **2015-16**

Australian Radiation Protection and Nuclear Safety Agency

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who have contributed to this report.

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CREATIVE COMMONS



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The publication should be attributed as Annual Report of the Chief Executive Officer of ARPANSA 2015-16.



Australian Government

Australian Radiation Protection and Nuclear Safety Agency

30 September 2016

The Hon David Gillespie MP
Assistant Minister for Rural Health
House of Representatives
Parliament House
CANBERRA ACT 2600

Dear Minister Gillespie

Pursuant to section 59 of the *Australian Radiation Protection and Nuclear Safety Act 1998* (ARPANS Act), I am pleased to present to you the Annual Report of the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) for the period 1 July 2015 to 30 June 2016.

As required by the ARPANS Act, the Annual Report provides details on:

- the operations of the Chief Executive Officer, ARPANSA and the council and committees
- any direction given by the Minister to me under section 16 of the ARPANS Act and any breach of licence conditions by a licensee, of which I am aware
- all reports received from the Radiation Health and Safety Advisory Council on matters related to radiation protection and nuclear safety or the Nuclear Safety Committee on matters related to nuclear safety and the safety of controlled facilities.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carl-Magnus Larsson'.

Carl-Magnus Larsson
CEO of ARPANSA

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Reader's Guide

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Annual Report 2015-16 has been prepared in accordance with the Department of the Prime Minister and Cabinet's *Resource Management Guide No.135, Annual reports for non-corporate Commonwealth entities* issued in July 2016.

This year's annual report has been prepared to inform Parliament about ARPANSA's performance and activities in 2015-16. The report is available in hard copy and online at www.arpansa.gov.au/aboutus/corporate/annualreports.cfm.

The report is divided into seven parts.

PART 1: CEO FOREWORD

A snapshot of the year's activities together with CEO Carl-Magnus Larsson's foreword.

PART 2: AGENCY OVERVIEW

An overview of ARPANSA including its role and functions, organisational structure and outcome and program structure.

PART 3: REPORT ON PERFORMANCE

ARPANSA's Annual Performance Statement, report on financial performance and key performance highlights.

PART 4: MANAGEMENT AND ACCOUNTABILITY

Information about ARPANSA's governance, external scrutiny, fraud and risk management arrangements, workforce planning and human resources. Part 4 also contains other annual report requirements including information about workplace health and safety, freedom of information and grant programs.

PART 5: FINANCIAL STATEMENTS

Contains ARPANSA's audited financial statements and a report by the Auditor-General.

PART 6: APPENDICES

This section includes the *Australian Radiation Protection and Nuclear Safety Act 1998* Annual Report requirements and details of our council and committees.

PART 7: INDEX

Comprises of an alphabetical index, glossary and abbreviations.

ARPANSA SNAPSHOT

FOR THE 2015-16 FINANCIAL YEAR

STAKEHOLDERS

COMMONWEALTH
STATE AND
TERRITORY
GOVERNMENTS

INTERNATIONAL
BODIES

COMMONWEALTH
LICENCE HOLDERS

MEMBERS
OF THE PUBLIC

LICENCES



TALK TO A SCIENTIST PROGRAM



613

TELEPHONE CALLS

530 ELECTROMAGNETIC RADIATION
42 IONISING RADIATION
41 ULTRAVIOLET RADIATION

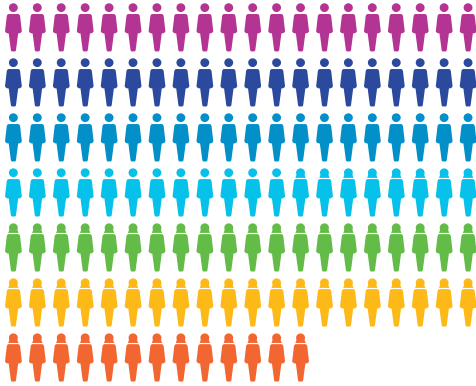


483

EMAILS

364 ELECTROMAGNETIC RADIATION
33 IONISING RADIATION
86 ULTRAVIOLET RADIATION

WORKFORCE



133

EMPLOYEES

72

MALE EMPLOYEES

61

FEMALE EMPLOYEES

STAFF LOCATION



21

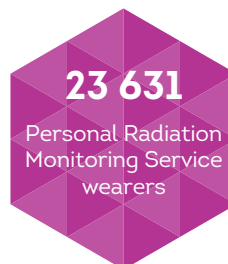
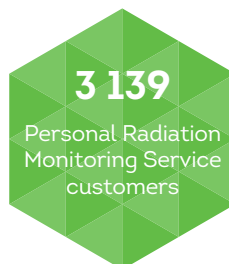
EMPLOYEES [MIRANDA NSW]

1

EMPLOYEE [BARTON ACT]

111

EMPLOYEES [YALLAMBIE VIC]





PART 1
CEO FOREWORD





As I reflect upon this past year I see the vast developments and improvements that have been made by the agency in our efforts to protect people and the environment from the harmful effects of radiation.





I am pleased to present to you the 2015-16 Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Annual Report.

I was appointed as Chief Executive Officer of ARPANSA in 2010 making this my seventh annual report for the agency.

As I reflect upon this past year I see the vast developments and improvements that have been made by the agency in our efforts to protect people and the environment from the harmful effects of radiation. The expansion of the Australian National Radiation Dose Register for occupationally exposed persons, and the implementation of new technology for personal radiation monitoring have been considerable milestones for us.

We have also maintained high accuracy and reliability of Australia's radiation monitoring stations and laboratories under the Comprehensive Nuclear-Test-Ban Treaty. The development of enhanced capabilities for responding to radiation and nuclear threats and emergencies position us well should the event arise.

Effective communication and stakeholder engagement features highly in our daily activities. Our 'Talk to a Scientist' program continues to grow and offer opportunities for the Australian community to speak with our scientists and to understand how radiation plays a part in their daily lives. Work is underway to redevelop our website, which will deliver a modern, responsive, easy to navigate and user-focused experience for our stakeholders.

We have commenced engagement and interaction with the community in relation to the proposed National Radioactive Waste Management Facility (NRWMF), with an emphasis on explaining ARPANSA's role as the independent regulator. In a separate process, our expert advice contributed to the submission from the Australian Government in relation to the South Australian Nuclear Fuel Cycle Royal Commission.

We undertake significant international engagement and work closely with organisations such as the International Atomic Energy Agency (IAEA), the World Health Organization, the United Nations Scientific Committee on the Effects of Atomic Radiation, and the International Commissions on Radiological Protection and Non-Ionising Radiation Protection. Our staff are frequently requested to participate in or lead international activities under our international engagement plan.

In accordance with the *Australian Radiation Protection and Nuclear Safety Act 1998*, ARPANSA is required to regulate all Commonwealth entities that use or produce radiation. We work jointly with states and territories to develop policies and standards for national implementation that are based upon international best practice.

With international best practice in mind, arrangements are underway for ARPANSA to receive a visiting IAEA Integrated Regulatory Review Service (IRRS) mission in 2018. In preparation for this visit, ARPANSA will undertake a complete self-assessment of our activities, in particular as they relate to policies and practices in regulation of sources and radiation and nuclear facilities, during the next financial year. We are working closely with a number of states and territories to broaden the scope so a true national review of regulatory practices in Australia can take place.

The year ahead will see technology and infrastructure using radiation rapidly evolve, implicating our work in radiation health. These include the roll-out of new techniques for diagnostic imaging and the use of radiation in therapy; they also include new generations of systems for mobile communication. This will require us to be vigilant of any health implications and ensure we communicate effectively with all our stakeholders.

Australia has one of the highest rates of skin cancer in the world, with the majority being caused by exposure to ultraviolet radiation. I have committed to strengthening our partnerships with national and international organisations so together we can promote behaviours and techniques to try and reduce the effects of this disease.

The following year brings with it numerous significant projects for ARPANSA and I am confident that our dedicated and expert staff will continue to demonstrate that we are Australia's leading authority on radiation and nuclear safety.

Carl-Magnus Larsson

CEO
ARPANSA



PART 2
**AGENCY
OVERVIEW**



ARPANSA AT A GLANCE



PROTECTION OF PEOPLE AND THE ENVIRONMENT FROM THE HARMFUL EFFECTS OF RADIATION



RADIATION SAFETY IS APPROPRIATELY CONSIDERED IN SOCIETAL DECISION-MAKING
RADIATION SAFETY IS ADDRESSED UNIFORMLY AND EFFECTIVELY ACROSS AUSTRALIA
RADIATION SAFETY IN AUSTRALIA IS CURRENT INTERNATIONAL BEST PRACTICE



THE AUSTRALIAN RADIATION PROTECTION AND NUCLEAR SAFETY AGENCY (ARPANSA) IS THE AUSTRALIAN GOVERNMENT'S PRIMARY AUTHORITY ON RADIATION PROTECTION AND NUCLEAR SAFETY

AUTHORITY

Established by the *Australian Radiation Protection and Nuclear Safety Act 1998* (ARPANS Act), ARPANSA commenced operations on 5 February 1999. ARPANSA replaced the Nuclear Safety Bureau and Australian Radiation Laboratory.

RESPONSIBLE MINISTERS AND PORTFOLIO

ARPANSA sits within the Department of Health portfolio. The CEO, Dr Carl-Magnus Larsson, is the accountable authority of ARPANSA. As at 30 June 2016, Dr Larsson reported to the Assistant Minister for Health and Aged Care.

OUR OUTCOME

ARPANSA has a single outcome as set out in the Portfolio Budget Statement:

Protection of people and the environment through radiation protection and nuclear safety research, policy, advice, codes, standards, services and regulation.

OUR STAFF

As at 30 June 2016, ARPANSA had 124 ongoing staff, nine non-ongoing staff, and one statutory appointment.

LOCATION

ARPANSA has offices in Victoria (Yallambie) and New South Wales (Miranda). Over 80 per cent of staff are located in the Victorian office.



Role of ARPANSA

ARPANSA, on behalf of the Australian Government, aims to protect the Australian people and environment from the harmful effects of radiation.

ARPANSA is the independent regulator of Commonwealth entities that use or produce radiation. ARPANSA provides advice and services to the Australian community on radiation protection, nuclear safety, security, and medical exposures to radiation. The agency also undertakes internationally recognised research and promotes both national uniformity and the implementation of international best practice.

The Radiation Protection and Nuclear Safety Program, contained within the 2015-16 Portfolio Budget Statement, describes four program objectives which ARPANSA pursues to protect the Australian people and the environment from the harmful effects of radiation. These objectives are supported by stakeholder engagement and enabling support capabilities and are described in ARPANSA's 2015-2019 Corporate Plan.

The strategic objectives are:

- Protect the public, workers and the environment from radiation exposure
- Ensure radiological and nuclear safety and security and emergency preparedness
- Promote the effective use of ionising radiation in medicine
- Ensure effective and proportionate regulation and enforcement activities.

HOW WE DELIVER

ARPANSA provides the Australian Government and community with:

Expertise

We build and maintain expertise in measurement of radiation and assessment of health impacts, including the assessment of risks and responses to radiation emergencies.

Advice

We provide high quality advice to the government and the community on issues related to exposure and effects of radiation, radiation protection and nuclear safety.

Regulation

We use our licensing powers and work with Commonwealth entities to ensure the safety of radiation facilities, using a risk-informed regulatory approach.

Best Practice

We lead the development of codes, standards, guides and advice to support radiation protection and nuclear safety throughout Australia, and play a prominent role in relevant international organisations.

Services

We offer high quality services for the purpose of protection against the harmful effects of radiation.

Research

We undertake research and development, and build strategic partnerships with relevant national and international academic and research organisations.

ARPANSA SERVICE CHARTER

Our service charter outlines who ARPANSA is and what we do, the standards of service expected from ARPANSA, and how our stakeholders can help us to improve our service. As at 30 June 2016, the service charter was under review. The charter is available in full on the ARPANSA website at www.arpansa.gov.au/AboutUs/corporate/servicecharter.cfm. A complaints management policy and process has been developed which includes customer service performance monitoring using a customer relationship management system currently being implemented. This will enable future comprehensive reporting of performance against the charter.



ARPANSA'S EXECUTIVE GROUP (L TO R): JACK DILLICH, SARSHA COLLETT, GEORGE SAVVIDES, IVAN WILLIAMS, CARL-MAGNUS LARSSON, TONE DOYLE, STEPHEN SOLOMON AND MARTIN REYNOLDS

Organisational Structure

CHIEF EXECUTIVE OFFICER

Dr Carl-Magnus Larsson has held the position of CEO since 2010.

The CEO's functions (as set out in the ARPANS Act), include:

- regulating Commonwealth radiation sources and facilities
- promoting uniformity of radiation protection and nuclear safety policy and practices across jurisdictions of the Commonwealth, the states and the territories
- providing advice on radiation protection, nuclear safety and related issues
- undertaking research in relation to radiation protection, nuclear safety and medical exposures to radiation
- providing services relating to radiation protection, nuclear safety and medical exposures to radiation
- monitoring the operations of ARPANSA, the Radiation Health and Safety Council (the Council), the Radiation Health Committee and the Nuclear Safety Committee
- reporting on the operations of ARPANSA, the Council, the Radiation Health Committee and the Nuclear Safety Committee.

EXECUTIVE GROUP

The CEO is supported by the Executive Group, which is comprised of branch and office heads and the Director, Performance and Governance. This group provides the CEO with high-level policy and strategic advice, as well as reports on matters relating to their individual business groups. Together the CEO and the Executive Group form the leadership team responsible for the day-to-day management of ARPANSA.

In 2015-16 three changes were made to the membership of the Executive Group:

- Ms Tone Doyle was appointed Chief of Staff and Head of the Office of the CEO in October 2015
- Associate Professor Ivan Williams was appointed Chief Medical Radiation Scientist and Head of the Medical Radiation Services Branch in March 2016
- Ms Sarsha Collett, Director, Performance and Governance was appointed to the Executive Group in April 2016.

As at 30 June 2016, a process was underway to appoint a new Chief Radiation Health Scientist and Head of the Radiation Health Services Branch¹. Dr Stephen Solomon has fulfilled this role since May 2011. In order to enable robust succession planning ahead of his retirement in 2017, Dr Solomon will take up a new role in ARPANSA as Principal Scientific Adviser.



ARPANSA BUSINESS GROUPS

ARPANSA has six business groups that deliver components of the agency's strategies and services. Figure 1.1 shows ARPANSA's organisational structure as at 30 June 2016.

Office of the CEO

Led by Ms Tone Doyle, Head of the Office of the CEO (OCEO) and Chief of Staff, the OCEO facilitates, coordinates and supports the activities of the CEO. The OCEO comprises three sections; Communications, Government and Parliamentary Relations and International Relations. The office is responsible for facilitating, coordinating and integrating the activities of the agency and enhances the flow of information between branch and offices.

Corporate Office

Led by Mr George Savvides, Head of Corporate Office and Chief Financial Officer, the Corporate Office comprises four sections; Finance, People and Culture, Information Management, and Performance and Governance. The internal systems for maintaining an effective public service that meets the needs and expectations of the community requires a competent and motivated workforce and effective management systems for internal information exchange, accountability and performance reporting. The Corporate Office plays an important role in this regard.

Office of the General Counsel

Our General Counsel, Mr Martin Reynolds, provides legal advice and strategic support to the agency with regard to all aspects of the agency's operations and assists the CEO to achieve his statutory mandate. The General Counsel provides legal advice and support to all ARPANSA staff to assist them in achieving their respective functions and to ensure that in doing so they are in compliance with relevant government policy and legislation.

Regulatory Services Branch

Led by Mr Jack Dillich, Chief Inspector, the Regulatory Services Branch has main carriage of regulation of the safety and security of Commonwealth radiation sources and facilities. Comprising four sections (Facility Licensing, Source Control, Continuous Improvement and Regulatory Assurance), the branch is ARPANSA's principal driver for promoting a uniform regulatory framework across all jurisdictions. The costs for direct regulatory activities are recovered from application fees and annual licence charges.

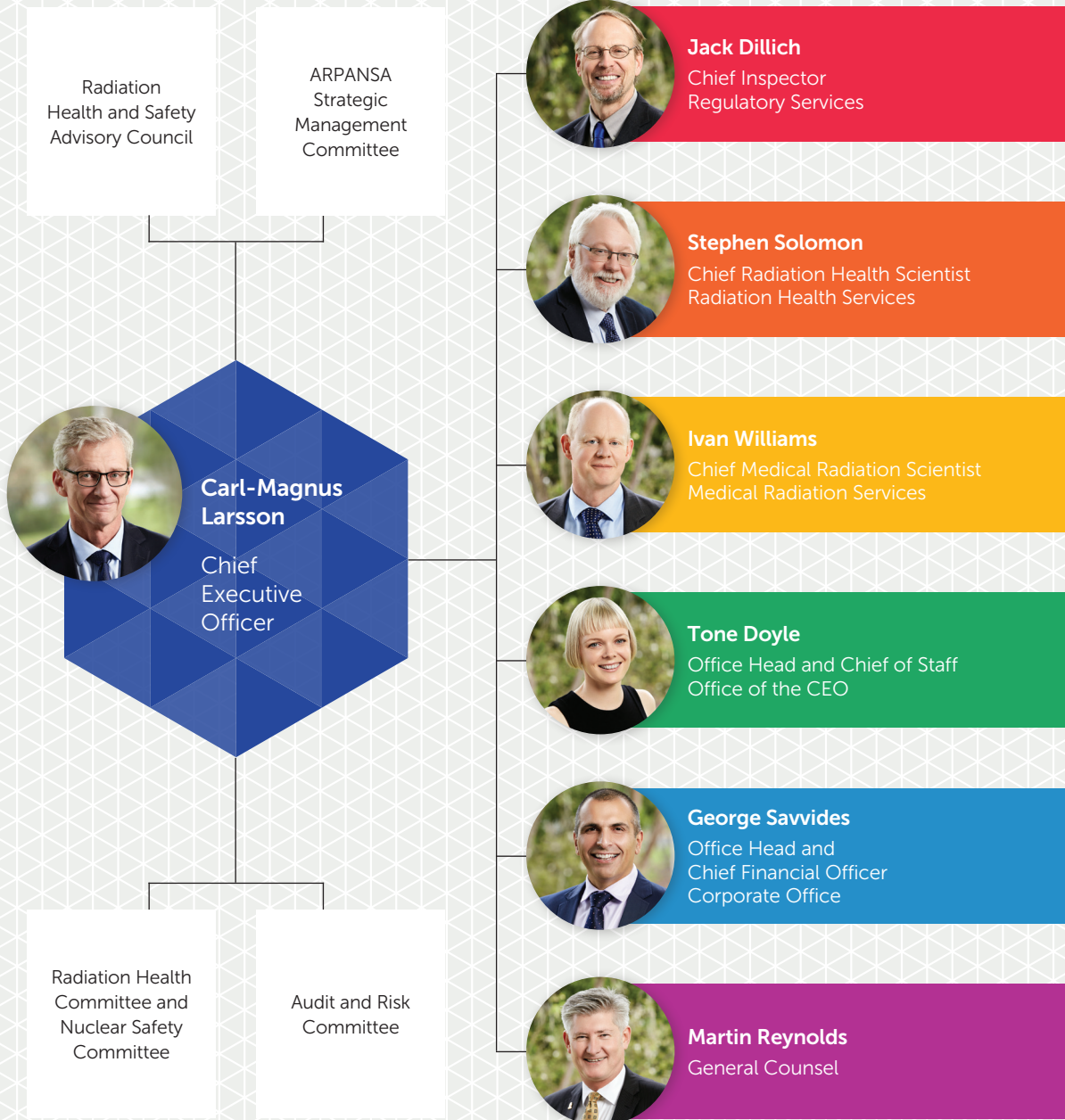
Radiation Health Services Branch

Led by the Chief Radiation Health Scientist Dr Stephen Solomon, the Radiation Health Services Branch comprises three sections; Monitoring and Emergency Response, Assessment and Advice, and Radiation Protection Services. The branch provides radiation protection advice and assessments to the public and to government. It operates services on a fee-for-service basis including the Personal Radiation Monitoring Service, the ultraviolet radiation fabric testing service and a radiofrequency equipment calibration service. The branch operates a number of national initiatives including an ultraviolet radiation monitoring network, and the Australian National Radiation Dose Register. It also operates a radiation monitoring network established under the terms of the Comprehensive Nuclear-Test-Ban Treaty.

Medical Radiation Services Branch

Led by Associate Professor Ivan Williams, Chief Medical Radiation Scientist, the Medical Radiation Services Branch provides safety and quality advice on the use of radiation in medicine to all Australians. The branch has three sections. The Medical Imaging section is responsible for dose data collection and advice on patient safety within diagnostic imaging. The Radiotherapy section maintains the Australian primary standard for absorbed dose and, by calibrating hospitals' radiation monitors against the primary standard, ensures that a provider's equipment is accurate. The Australian Clinical Dosimetry Service audits linear accelerators used by radiotherapy providers in Australia, verifying that the radiation exposure of patients under treatment is correct.

ORGANISATIONAL CHART



Radiation
Health and Safety
Advisory Council

ARPANSA
Strategic
Management
Committee



**Carl-Magnus
Larsson**

Chief
Executive
Officer

Radiation Health
Committee and
Nuclear Safety
Committee

Audit and Risk
Committee



Jack Dillich

Chief Inspector
Regulatory Services



Stephen Solomon

Chief Radiation Health Scientist
Radiation Health Services



Ivan Williams

Chief Medical Radiation Scientist
Medical Radiation Services



Tone Doyle

Office Head and Chief of Staff
Office of the CEO



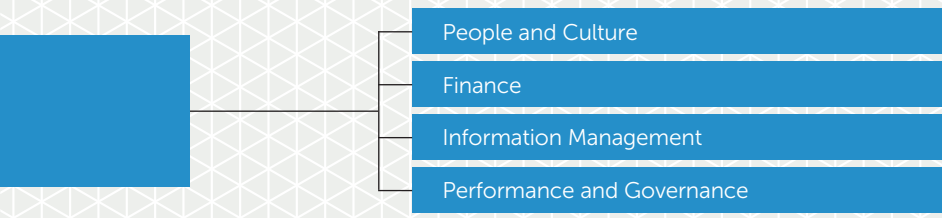
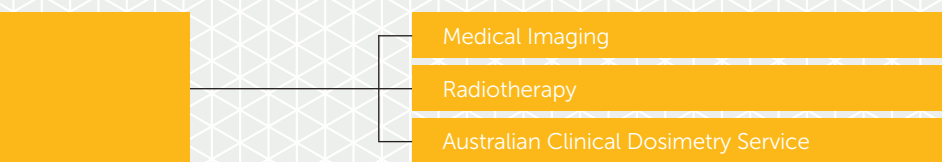
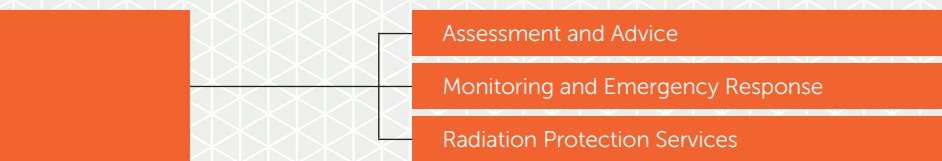
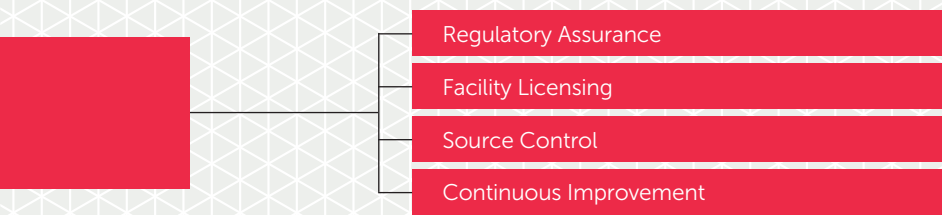
George Savvides

Office Head and
Chief Financial Officer
Corporate Office



Martin Reynolds

General Counsel





PART 3
**REPORT ON
PERFORMANCE**



Annual Performance Statement

INTRODUCTORY STATEMENT

I, Carl-Magnus Larsson, as the accountable authority of the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), present the 2015-16 annual performance statements (financial and non-financial) of ARPANSA, as required under paragraph 39(1)(a) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act). In my opinion, these annual performance statements are based on properly maintained records, accurately reflect the performance of the entity, and comply with subsection 39(2) of the PGPA Act.

ARPANSA PURPOSE

The Radiation Protection and Nuclear Safety Program, contained within the 2015-16 Portfolio Budget Statements, describes the program objectives which ARPANSA will use to protect the Australian people and the environment from the harmful effects of radiation. The program entails four objectives that guide our priorities and contribute to delivering radiation protection and nuclear safety outcomes to the Australian community. These objectives are supported by whole of entity stakeholder engagement and enabling support capabilities and are described in ARPANSA's 2015-2019 Corporate Plan.

Program – Radiation Protection and Nuclear Safety

Program objectives:

Program activities intended to benefit the Australian community and the environment will be delivered under the following program objectives:

1

Protect the public, workers and the environment from radiation exposure

2

Ensure radiological and nuclear security and emergency preparedness

3

Promote the effective use of ionising radiation in medicine

4

Ensure effective and proportionate regulation and enforcement activities

Supporting capabilities:

Delivery against ARPANSA's program objectives is supported by effective engagement with our stakeholders and implementation of our enabling services and support capabilities.

KEY TO SYMBOLS



= achieved



= not achieved



= partially achieved or criterion under review



Objective 1

Protect the public, workers and the environment from radiation exposure

Source	Criterion	Target	Annual Result
PBS 2015-16 Page 246 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 10	Ensure appropriate strategies are in place to allow individuals and groups to make informed decisions about their risks from radiation exposure	Adequate information is provided to individuals and groups	Achieved
PBS 2015-16 Page 246 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 10	Undertake assessments of worker exposure to ionising radiation	Personal radiation monitoring services provided to enable effective monitoring of worker exposure	Achieved
PBS 2015-16 Page 247 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 10	Monitor radiation doses to uranium mining workers	Annual reporting of trend in radiation doses received by workers compiled from the Australian National Radiation Dose Register (ANRDR) provides evidence of optimisation of radiation protection in the uranium mining industry	Achieved

ANALYSIS OF PERFORMANCE AGAINST PURPOSE AND PROGRAM OBJECTIVE

The following programs have contributed to ARPANSA ensuring that adequate information about radiation exposure is provided to individuals and groups:

- The 'Talk to a Scientist' program delivered high quality real-time and written advice to over 930 members of the public. Over 40 fact sheets and 80 frequently asked questions have been reviewed and maintained on the ARPANSA website.
- The ultraviolet radiation (UVR) monitoring network provided real-time information on the levels of solar UVR in eleven selected cities. During 2015-16 this data has been integrated into the SunSmart app and widget, providing real-time data for all capital city network locations.
- The Ultraviolet Protection Factor (UPF) testing service tested nearly 2000 samples of sun protective clothing, hats, sunglasses and other sun protective materials. Each sample is issued a report, depending on its performance, from UPF10 through to UPF50+. As a result of this testing over three million labels for sun protective products ('swing tags') were issued. These labels enable consumers to see at a glance the UPF for products they are considering purchasing.

- The Personal Radiation Monitoring Service (PRMS) has delivered high quality assessment of worker exposure to ionising radiation services to over 35 000 workers in this reporting period. PRMS has consistently achieved a turnaround time of ten business days for assessment and reporting of dose.

The ANRDR currently holds dose history records for more than 35 000 workers from the uranium mining and milling industry, the mineral sands mining and processing industry and Commonwealth licence holders. An annual analysis of radiation doses received by uranium industry workers was compiled and published in July 2015. This analysis provides evidence that the Australian uranium industry continues to demonstrate optimisation of radiation protection for workers. In 2015-16 ARPANSA extended coverage of the ANRDR to include the CSIRO and has plans to further expand the ANRDR to include occupationally exposed workers in other industries.



Objective 2

Ensure radiological and nuclear safety and security, and emergency preparedness

Source	Criterion	Target	Annual Result
PBS 2015-16 Page 246 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 12	Enhanced system for response to radiological and nuclear threats and events consistent with international guidance and best practice	Effective integration of ARPANSA's Emergency Preparedness and Response Manual into national planning arrangements	Achieved
ARPANSA 2015-19 Corporate Plan Page 12	Ensure ARPANSA is tactically prepared for a radiological or nuclear incident	Emergency preparedness and response systems for field, network and laboratory measurements, information management and decision support systems are available, calibrated and tested	Achieved

ANALYSIS OF PERFORMANCE AGAINST PURPOSE AND PROGRAM OBJECTIVE

ARPANSA achieved enhanced systems for emergency preparedness and response (EPR) through the following activities:

- providing input to updates of national EPR plans to ensure ARPANSA's roles and responsibilities are identified and better integrated into national planning arrangements
- playing a lead role in reviewing and updating the EPR plans for nuclear powered warship visits to Australian ports
- making progress towards implementing a national radio-analytical laboratory network to strengthen the national response capability to radiological and nuclear emergencies.



Various ARPANSA activities ensure tactical preparedness for a radiological or nuclear incident by:

- maintaining its 24/7 point of contact for stakeholders to report and/or request ARPANSA assistance with >95% availability
- testing the effectiveness of ARPANSA's EPR systems for field, network and laboratory measurements

- participating in International Atomic Energy Agency international exercises, known as ConvEx, to test the coordination and communication of information and requests for advice and assistance for a hypothetical situation
- conducting internal exercises to test elements of ARPANSA's Incident Management Plan and participating in one multi-jurisdiction, multi-agency exercise to test the Department of Health's Chemical, Biological, Radiological or Nuclear Incident Plan
- participating in an international field workshop in Japan, enabling testing of ARPANSA's Response and Assistance Network (RANET) functional areas of in-situ gamma spectrometry and mobile monitoring, and exercising ARPANSA's externally based support in data analysis and GIS products
- maintaining laboratories which passed national and international assessments designed to test our proficiency at the measurement of a range of radionuclides in different sample types
- operating seven particulate radionuclide monitoring stations and two noble gas monitoring stations that form part of the Comprehensive Nuclear-Test-Ban Treaty Organization International Monitoring System with >95% data availability.

Objective 3

Promote the effective use of ionising radiation in medicine

Source	Criterion	Target	Annual Result
<p>PBS 2015-16 Page 248 Program 1.1</p> <p>ARPANSA 2015-19 Corporate Plan Page 13</p>	Percentage of Australian radiotherapy providers participating in the national dosimetric auditing program provided by the Australian Clinical Dosimetry Service (ACDS)	>95%	<p>100%</p> 
<p>PBS 2015-16 Page 248 Program 1.1</p> <p>ARPANSA 2015-19 Corporate Plan Page 13</p>	Percentage of Australian radiotherapy providers covered by ARPANSA dose calibration services	>70%	<p>75%</p> 

ANALYSIS OF PERFORMANCE AGAINST PURPOSE AND PROGRAM OBJECTIVE

ACDS audits have resulted in over ninety recommendations to Australian clinics which have led to changes in equipment and clinical practice. With 95 per cent of Australian radiotherapy providers participating in this audit program, the ACDS is in the unique position of being able to collect and analyse large quantities of data, which is essential to truly understanding the safe and effective use of ionising radiation in medicine.

All radiation therapy delivered in Australia is based on the assumption that the dose being delivered to the patient is correct. Dose calibrations performed by ARPANSA on the National Medical Linac ensure that the equipment within each hospital is calibrated correctly and that ARPANSA is contributing to the safety of the patient.

The single greatest contribution to the total human exposure to ionising radiation within Australia is that delivered by medical uses, particularly computed tomography (CT) scanning. ARPANSA's Diagnostic Reference Level service establishes benchmarks that allow imaging facilities to compare their ionising radiation metrics for common procedures with those of their peers. Imaging providers are thus alerted to opportunities to further optimise their technique by reducing the dose for a procedure whilst maintaining the image quality necessary for the diagnostic task.



Objective **4**

Ensure effective and proportionate regulation and enforcement activities

Source	Criterion	Target	Result
PBS 2015-16 Page 248 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 14	The percentage of inspections at which non-compliance is not observed	>90%	94%
PBS 2015-16 Page 248 Program 1.1 ARPANSA 2015-19 Corporate Plan Page 14	Number of holistic safety regulatory interventions embraced by licence holders	10	No results This KPI has been superseded and is to be withdrawn. Holistic safety has been incorporated with the inspection program.

ANALYSIS OF PERFORMANCE AGAINST PURPOSE AND PROGRAM OBJECTIVE

ARPANSA has fulfilled its obligations under the government’s Portfolio Budget Statement and Regulator Performance Framework by applying a risk informed regulatory regime based on active communication with the licence holder and with a compliance monitoring and enforcement system that does not unnecessarily impede the operation of regulated entities.



Achievement of the targets for the six KPIs described below is aimed at maximising ARPANSA’s ability to deliver regulatory services that are effective and proportionate. This is the first year of experience with the use of these targets and in many cases ARPANSA has met or exceeded them. In other cases it has become necessary to revise the targets so that they are more realistic in terms of being achievable.

These results demonstrate that ARPANSA has contributed to the efficient operation of regulated entities by adhering to the established inspection schedule and assessing applications within the timelines agreed with licence holders. Furthermore, these results provide evidence that ARPANSA’s regulatory regime is based on active communication with licence holders and demonstrate that information sharing is an effective way to reinforce regulatory expectations and well as provide more effective regulatory oversight and understanding of licence holder operations.

The following pages summarise ARPANSA’s performance in relation to the Regulator Performance Framework.

REGULATOR PERFORMANCE FRAMEWORK KPIS ^{1 2}

KPI 1 – Regulators do not unnecessarily impede the efficient operation of regulated entities



Source	Criterion	Target	Result
<p>PBS 2015-16 Page 247 Program 1.1</p> <p>ARPANSA 2015-19 Corporate Plan Page 14</p>	<p>Percentage of scheduled inspections performed on time for licensed Commonwealth radiation sources, facilities and nuclear installations</p>	>90%	<p>90%</p> 
<p>PBS 2015-16 Page 248 Program 1.1</p> <p>ARPANSA 2015-19 Corporate Plan Page 14</p>	<p>Percentage of licence applications assessed within the time agreed with licence holder</p>	>90%	<p>81%</p> <p>This target was not met due to uncertainties with applications that cannot be identified at the time the completion date is agreed with the licence holder. ARPANSA endeavours to communicate effectively with licence holders during this process to avoid unnecessary delays in the assessment process.</p> 

1 The government's Regulator Performance Framework requires regulatory agencies to develop output or activity-based evidence metrics for each of six Key Performance Indicators (KPI) in the Framework.



2 The Regulator Performance Framework KPIS, which were approved by the Minister, are aspirational in nature and the associated numerical goals are aimed at stretching performance toward excellence.





KPI 2 – Communication with regulated entities is clear, targeted and effective

Source	Criterion	Target	Result
ARPANSA 2015-19 Corporate Plan Page 15	Percentage of stakeholder inspection feedback in which the positive outweighs the negative	>75%	<p>100%</p> <p>Overall all stakeholder feedback from post inspection surveys was positive</p> 
ARPANSA 2015-19 Corporate Plan Page 15	Number of information sharing meetings with facility licence holders	>8 meetings	<p>25</p> 

KPI 3 – Actions undertaken by regulators are proportionate to the regulatory risk being managed



Source	Criterion	Target	Result
ARPANSA 2015-19 Corporate Plan Page 15	Ratio of performance deficiencies to non-compliances during inspections	5:1	<p>42:1</p> <p>169 performance deficiencies and 4 non-compliances were identified during the year. This target will be revised to 25:1 for 2016-17</p> 
ARPANSA 2015-19 Corporate Plan Page 15	Ratio of site visits (monitoring) to inspections at licensed facilities	5:1	<p>3:1</p> <p>This target is now considered to have been too demanding on resources. The target will be revised to 4:1 in 2016-17</p> 

KPI 4 – Compliance and monitoring approaches are streamlined and coordinated



Source	Criterion	Target	Result
<p>ARPANSA 2015-19 Corporate Plan Page 15</p>	<p>Percentage of inspections of licence holders with a medium to high risk ranking</p>	<p>>80%</p>	<p>69%</p> <p>This result was diluted by the introduction of beneficial 'e-inspections' for low risk sources. These involve efficient methods of inspecting low hazard sites with minimal resources. The level of resources being applied to medium and high risk activities remains unchanged.</p> 
<p>ARPANSA 2015-19 Corporate Plan Page 15</p>	<p>Percentage of time that actions are initiated within three months of the issuance of a performance deficiency</p>	<p>>50%</p>	<p>35%</p> <p>ARPANSA has no direct input into the uptake of corrective actions associated with performance deficiencies. This is a measure of ARPANSA influence.</p> 



KPI 5 – Regulators are open and transparent in their dealings with regulated entities

Source	Criterion	Target	Result
ARPANSA 2015-19 Corporate Plan Page 15	Percentage of regulatory personnel time that is devoted to regulatory activities	>60%	<p>32%</p> <p>This target reflects the resources spent on specific licences only. The original target is now seen as being set too high and will be adjusted to 40% in 2016-17. During this year a higher proportion of resources were used in establishing and implementing changes to the regulatory delivery model. This impacted the final result. It is expected that the 2016-17 result will be higher.</p> 
ARPANSA 2015-19 Corporate Plan Page 15	Percentage of instances in which licence holders are consulted on the development of guides, codes and standards	>90%	<p>100%</p> <p>Only one regulatory guide was published in 2015-16</p> 

KPI 6 – Regulators actively contribute to the continuous improvement of regulatory frameworks

Source	Criterion	Target	Result
ARPANSA 2015-19 Corporate Plan Page 16	Number of improvements, identified through self-assessment or external review, that were implemented <i>Source: Corporate Plan, page 16</i>	>3	4 
ARPANSA 2015-19 Corporate Plan Page 16	Percentage of facility inspections in which expertise external to ARPANSA was utilised <i>Source: Corporate Plan, page 16</i>	>30%	23% This target was impacted largely during the first quarter of the year when there was no external support at any of the nine inspections. The target for subsequent three quarters was met (33%) 



SUPPORTING CAPABILITY – STAKEHOLDER ENGAGEMENT

Source	Deliverable	Target	Annual Result
<p>PBS 2015-16 Page 247 Program 1.1</p> <p>ARPANSA 2015-19 Corporate Plan Page 18</p>	Relevant and timely advice for Australian Government decision-making	Advice assessed as relevant and timely by the Assistant Minister for Health and Aged Care	<p>Achieved</p>

ANALYSIS OF PERFORMANCE AGAINST PURPOSE AND PROGRAM OBJECTIVE

Advice to the Minister and the Australian Government is relevant, accurate and evidence-based. The consistent and timely provision of this advice allows these decision-makers to be properly informed of current, emerging and potential issues relating to protecting Australia's people and environment from radiation.

ARPANSA achieves these targets through regular interaction with the minister's office, including the provision of weekly updates on topical issues. ARPANSA is also a well regarded and an active contributor to a variety of inter-departmental committees and steering groups.

Financial Performance

For the financial year ending 30 June 2016, ARPANSA reported an operating deficit of \$3.093m. This deficit is a result of the write-down of obsolete inventory due to the introduction of the new occupational dosimetry system within the Personal Radiation Monitoring Service and depreciation and amortisation expense not requiring appropriation.

Excluding the approved write-down of inventory and the depreciation and amortisation expenses (where appropriation funding has ceased), ARPANSA reported an operating surplus of \$0.042m

Revenue for the year totalled \$24.4m, of which government appropriated 53 per cent. The remaining 47 per cent related to regulatory licence fees and charges and from the sale of goods and provision of services.

ARPANSA's expenses totalled \$27.5m. Employee benefits account for 59 per cent, supplier's expenses – 30 per cent, depreciation and amortisation expense – 9 per cent and the remaining 2 per cent to the write-down of assets.

The agency continues to review the efficiency and effectiveness by which it delivers its program, to ensure it operates within its available resourcing.

MANAGEMENT AND ACCOUNTABILITY

ASSETS MANAGEMENT

The agency manages non-financial assets totalling \$34.6 million and its asset management strategy emphasises whole-of-life asset management. The major categories include land, buildings, infrastructure, plant maintenance and renovation; equipment purchases and information technology infrastructure upgrades to meet future research and operational requirements.

PURCHASING

The agency's procurement policies and practices reflect the principles set out in the Commonwealth Procurement Rules (CPRs), and focus on encouraging competition, value for money, transparency and accountability as well as the efficient, effective and ethical use of Commonwealth resources. During 2015-16, ARPANSA procurement activities complied with the CPRs.

CONSULTANTS

During 2015-16, 14 new consultancy contracts were entered into involving total actual expenditure of \$336 314. In addition, five ongoing consultancy contracts were active during the 2015-16 year, involving total actual expenditure of \$44 143.

The agency policy on selection and engaging consultants is in accordance with the CPRs, based on the core rule of value for money and underpinned by:

- encouraging competitive and non-discriminatory processes
- using Commonwealth resources in an efficient, effective, economical and ethical manner that is not inconsistent with the policies of the Commonwealth
- making decisions in an accountable and transparent manner
- considering the risks
- conducting a process commensurate with the scale and scope of the procurement.

ARPANSA engaged consultants where there was a requirement for specialist expertise that was not available within the agency, or where an independent assessment was required. The selection process included selection from a panel or direct engagement of a recognised or pre-eminent expert.

The annual report contains information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website www.tenders.gov.au.



PROCUREMENT INITIATIVES TO SUPPORT SMALL BUSINESS

ARPANSA supports small business participation in the Commonwealth Government procurement market. Small and Medium Enterprises (SME) and Small Enterprise participation statistics are available on the Department of Finance website: www.finance.gov.au/procurement/statistics-on-commonwealth-purchasing-contracts/

ARPANSA's engagement with SMEs is predicated on communicating in clear, simple language and presenting information in an accessible format. Additionally, ARPANSA has adopted the use of the Commonwealth Contracting Suite for low risk procurements valued under \$200 000 to reduce the burden on SMEs entering into contractual relations with the Commonwealth.

ADVERTISING AND MARKET RESEARCH

Under section 311A of the *Commonwealth Electoral Act 1918* ARPANSA is required to disclose details of payments of \$12 700 or more (inclusive of GST) relating to advertising and market research.

During 2015-16, total expenditure on market research was \$17 611 (inclusive of GST), and details are contained in table 1.1. Expenditure on media advertising and public notices was below the threshold.

ARPANSA did not commission any work from creative advertising agencies, polling organisations or direct mail organisations.

The agency did not conduct any advertising campaigns in this reporting period.

TABLE 1.1: MARKET RESEARCH EXPENDITURE DURING 2015-16

Organisation	Purpose	Expenditure
Orima Research Pty Ltd	Community Stakeholder Survey	\$17 611

Case Study 1



The Australian Clinical Dosimetry Service

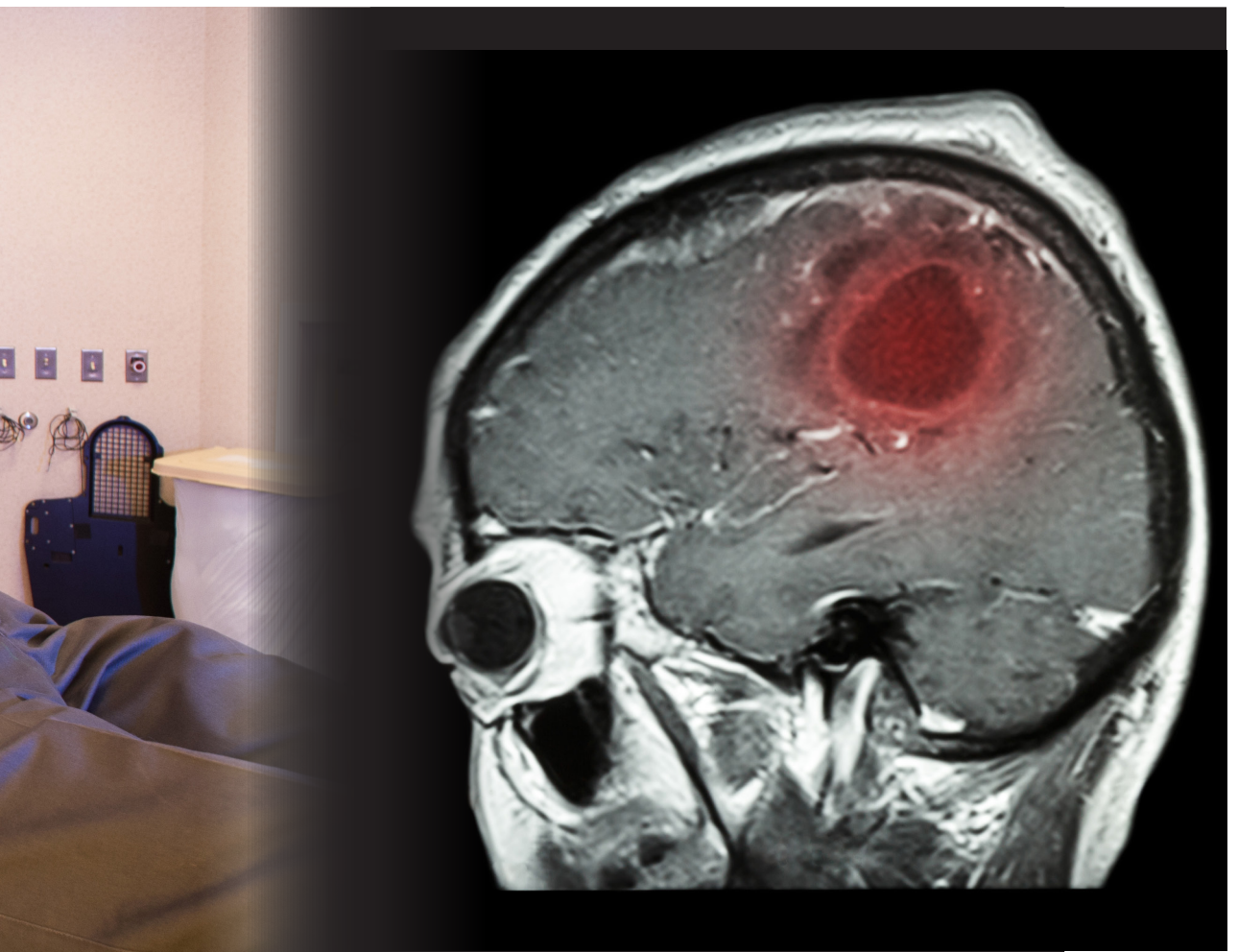
The Australian Clinical Dosimetry Service (ACDS) is the national independent dosimetry auditing pilot program ensuring assurance and safety for radiation oncology providers and patients. Operating over five years with 100 per cent national participation, the ACDS has developed a four level audit program.

METHODS AND MATERIALS

Audit outcomes are based on the difference between the radiation dose predicted by the facility, and that measured by the ACDS. Audit outcomes have been used to directly advise clinics about equipment or practice. In addition to this immediate outcome, five years of auditing data has enabled the ACDS to construct a National Data Set for each audit. The data is continually analysed against chronological drift, equipment type and any statistic which becomes pertinent. The information enables the ACDS to inform clinics whether their audit outcomes match the expected behaviour, or not. Such information, opaque to individual facilities, ensures patient safety and greatly assists equipment commissioning for providers.

RESULTS

Over 80 recommendations have been made to 60 treatment facilities based on initial audit findings. More subtle trends across multiple audits required analysis of more audit outcomes. The first attempt to employ multi-facility analysis was triggered by an unexpected 6 per cent difference between a facility prediction and ACDS measurement for asymmetrically delivered radiation fields employing a 60° wedged field. The relevant audit tests were tracked over a year and found that many clinical facilities had a similar problem, three of which conducted two year historical reviews of patient treatments. No patients were found to have been mis-treated.



Recently an ACDS investigation reviewed the dosimetry of a multi-site provider and identified a dose inaccuracy ~ 2 per cent. A report with the supporting data was conveyed to the provider who immediately replaced their reference dosimetry equipment. The next audit indicated that the 2 per cent inaccuracy was largely corrected.

The more complex ACDS audit measurements are now being used to produce a 'characteristic' outcome for equipment combinations across Australia. This tool shows to an auditee the national trend for the equipment which they operate, for each ACDS audit. The characteristic is being used by providers across Australia to review both their own audit outcome and their commissioning data against the National Dataset.



Australian National Radiation Dose Register

In January 2016, our new Australian National Radiation Dose Register (ANRDR) system officially went live. The new system consists of a new server for data storage, a secure web portal for stakeholder data submissions and the web-based internal system administration component. This offers improved efficiency and increased flexibility for data management and interaction with our stakeholders.

After extensive stakeholder engagement, the ANRDR has now expanded beyond the uranium mining industry for which it was initially established, to cover occupationally exposed workers in the mineral sands industry and Commonwealth licence holders. The ANRDR team collaborated with organisations (CSIRO and Sibelco) who volunteered to represent their respective industries in a pilot phase of the expansion. The pilot was designed to test the technical capability of the ANRDR to accept data from new industries as well as working with regulatory bodies to introduce a framework for addressing privacy issues. This is a great achievement and an excellent example of collaboration between industry, regulators and ARPANSA.

The ANRDR will continue to engage with other organisations in these industries, as well as additional regulators, to encourage the establishment of a framework that will support industry participation in the ANRDR. This will bring Australia in line with international best practice for recording and managing occupational exposure records, and may act as a potential blueprint for further expansion of the ANRDR into the medical sector.

The ANRDR team takes a holistic approach to stakeholder engagement by providing a resource for support, advice and education on the ANRDR and other radiation protection matters.



Our existing worker outreach program has been enhanced to be more engaging for workers. The aim of this program is to raise awareness in the workplace of the existence of the ANRDR and to provide workers with important information such as why the Dose Register exists, how personal information is treated and how to obtain a personal dose history report. This will empower workers to periodically review their radiation dose histories and to be active in improving their work practices.



PART 4
**MANAGEMENT AND
ACCOUNTABILITY**



Corporate Governance

The Australian Radiation Protection and Nuclear Safety Agency's (ARPANSA) corporate governance framework is comprised of the agency's enabling legislation, the *Australian Radiation Protection and Nuclear Safety Act 1998* (the ARPANS Act), the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), policies, strategies and managerial procedures and practices.

Our corporate governance framework determines how the agency exercises its authority and the way in which it will deliver outcomes, initiatives and programs. The framework promotes and upholds the Australian Public Service (APS) Employment Principles, Values and Code of Conduct.

ARPANSA has in place a number of corporate governance practices to ensure clear lines of accountability and well-defined, effective management of the agency's performance. These practices are overseen and supported by the following management committees.

Strategic Management Committee

The Strategic Management Committee (SMC) meets six times per year. The SMC is strategically focused and looks forward to the medium and long term future of the agency, rather than the ongoing day-to-day business.

The SMC comprises the CEO (Chair), branch and office heads, the Director, Performance and Governance and one or more external members appointed by the CEO.

During 2015-16, the external SMC members were Ms Megan Morris and Mr Michael Perry (Chair, Audit and Risk Committee).

Executive Group

The Executive Group (EG) meets fortnightly and is ARPANSA's operational management forum.

It comprises the CEO (Chair), branch and office heads, and the Director, Performance and Governance.

The EG is responsible for monitoring the key tactics and activities used to implement agency business plans.

Audit and Risk Committee

The Audit and Risk Committee comprises an independent chair, two external members and one internal ARPANSA member. Representatives from the Australian National Audit Office (ANAO) also attend committee meetings. The agency's internal auditor, RSM Australia Pty Ltd, the Chief Financial Officer, and other senior managers attend meetings as required to report on particular matters. The CEO is an observer to the committee.

The committee met four times during 2015-16 and provided independent assurance and advice to the CEO on the agency's risk, control and compliance framework, and its external accountability responsibilities. Additionally, the committee reviewed the agency's financial statements and advised the CEO on their accuracy. The committee regularly reviewed the audits according to agency risks under the Internal Audit Strategic Work Plan and provided input and feedback on the financial statements and performance audits provided by the ANAO.

Emergency Preparedness and Response Steering Committee

The Emergency Preparedness and Response (EPR) Steering Committee is comprised of the branch and office heads from Radiation Health Services Branch, Regulatory Services Branch and the Office of the CEO and key staff from the Monitoring and Emergency Response, Assessment and Advice, and Parliamentary and Government Relations sections. The committee provides guidance to the SMC on issues related to EPR activities. The committee oversees the development and review of the ARPANSA EPR Strategy and the EPR Manual that details the framework, plans and arrangements for managing EPR functions across the agency. It also monitors the implementation of these plans and arrangements and the resources required to support the EPR system in order to ensure the agency can achieve its program objectives to promote radiological and nuclear safety and security and emergency preparedness.



During 2015-16 the committee met once and was briefed on resource constraints, proposed changes and implications to ARPANSA's deployable response capability and the ARGOS consortium (ARGOS is a decision support tool for use in radiological or nuclear emergencies). The committee was advised that the EPR strategy for the period 2016-2020 was being prepared for their review and comment by mid-2016.

Work Health and Safety Committee

The Work Health and Safety (WHS) Committee is chaired by the CEO and made up of Health and Safety Representatives, management representatives, the WHS Advisor and subject matter experts who attend committee meetings as required. Health and Safety Representatives are elected by ARPANSA employees and represent designated work groups throughout the agency. A dedicated WHS Advisor is available at all times to provide specific legislative and safety system advice to the committee and ARPANSA staff. The WHS Committee met four times in 2015-16.

The Radiation Safety Committee, chaired by the Radiation Safety Officer and comprised of Radiation Protection Advisors, reports to the WHS Committee on matters relating to workplace radiation protection, safety and incidents. The Radiation Safety Committee met three times in 2015-16.

Staff Consultative Forum

ARPANSA's enterprise agreement continues to provide for a Staff Consultative Forum as the key employee consultative body. The Staff Consultative Forum comprises the CEO, employees elected by staff and officials from unions that are party to ARPANSA's enterprise agreement. During the year, the Staff Consultative Forum met on seven occasions to discuss a range of issues relating to management of the organisation.

ADVISORY BODIES

The ARPANS Act establishes the Radiation Health and Safety Advisory Council (RHSAC), the Radiation Health Committee (RHC) and the Nuclear Safety Committee (NSC) to advise the CEO of ARPANSA. Members of the council and committees are appointed under the ARPANS Act. The Act provides for the appointment of a chair for the council and each committee. Appointments to the council are made by the Assistant Minister for Health and Aged Care, while members of the committees are appointed by the CEO. Appendix 2 contains membership details and a summary of key topics reviewed and discussed by our advisory bodies in 2015-16.

Radiation Health and Safety Advisory Council

The RHSAC advises the CEO on emerging issues and matters of major public concern relating to radiation protection and nuclear safety. During 2015-16, the RHSAC met on four occasions: 2-3 July 2015, 5-6 November 2015, 10-11 March 2016 and 23-24 June 2016.

Radiation Health Committee

The RHC advises the CEO and the RHSAC on matters relating to radiation protection, including formulating draft national policies, codes and standards for the promotion of uniform national standards of radiation protection. During 2015-16, the RHC met on three occasions: 18 November 2015, 26 March 2016 and 15 June 2016.

Nuclear Safety Committee

The NSC advises the CEO on matters relating to nuclear safety and the safety of controlled facilities, including developing and assessing the effectiveness of standards, codes, practices and procedures. During 2015-16, the NSC met on three occasions: 30 October 2015, 18 March 2016 and 17 June 2016.

PERFORMANCE AND GOVERNANCE

As a Commonwealth entity, ARPANSA's operations and governance arrangements are subject to the provisions of the PGPA Act. The CEO of ARPANSA is the accountable authority under the PGPA Act. A key element of the PGPA Act is the implementation of an enhanced whole-of-government performance framework which came into effect on 1 July 2015. Ensuring compliance with the PGPA Act and supporting rules and guidance was a major area of focus for ARPANSA this financial year. In October 2015, ARPANSA established a new Performance and Governance Section, located within the Corporate Office, to align its operational frameworks and corporate governance arrangements to meet the requirements of the PGPA Act.

Planning and Reporting

With the establishment of the new Performance and Governance Section, ARPANSA commenced work to achieve a more integrated planning and reporting approach. This approach combines business planning with budgeting, risk management, and performance monitoring and reporting. This approach has contributed to better alignment of our strategic objectives, business activities, resource allocation and performance measures and has resulted in clear linkages between our key planning documents, including the Corporate Plan, Portfolio Budget Statements and agency business plans.

Performance Measurement

Our Corporate Plan contains key performance measures for each of our strategic objectives. Achievement against these performance measures is outlined in the Annual Performance Statement within this report (at Part 3). The focus this year was on updating and aligning our Corporate Plan and Portfolio Budget Statements to reflect this work, and to ensure we meet the requirements of the PGPA Act and the Regulator Performance Framework (effective 1 July 2015).

During 2015-16 ARPANSA developed and implemented an enterprise performance planning software solution to assist and improve the effectiveness of its performance measurement and reporting capability within the agency.

In early 2016 we undertook a review of our performance measures to better align with the requirements of the enhanced Commonwealth Performance Framework. Enhancement of our performance measurement and reporting framework will continue to be a key focus for ARPANSA in 2016-17.

Risk Management

ARPANSA is focused on reducing, to reasonably practicable levels, the risks originating from a variety of areas, including staff safety, fiscal management, reputational, and nuclear and radiation safety regulatory objectives. The agency integrates its risk management practice with broader management processes and improvements.

In line with *AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines*, ARPANSA has a comprehensive Risk Management Framework that aligns responsibility and accountability for risk across the agency. The Framework complies with the Department of Finance's *Commonwealth Risk Management Policy* and enables effective identification and management of risks that could impact on the agency achieving its outcomes or otherwise cause it harm.

Quality Management

During 2015-16, ARPANSA commenced work to review its internal management systems in preparation for future plans to develop and implement an ISO 9001:2015 compliant quality management system. This will be a key project for the agency in 2016-17.

NATA Accredited Services

Seven of ARPANSA's laboratories maintain National Association of Testing Authorities (NATA) accreditation and are regularly assessed by NATA. During the year, NATA conducted technical reassessments of the quality systems in place in each of ARPANSA's chemical testing services.

As required by the quality standard AS ISO/IEC 17025, all service activities were internally reviewed by qualified auditors selected from the ARPANSA Quality Assurance Team made up of technical experts of the services. Operational procedures and aspects of the management requirements of the standard are audited in accordance with an approved schedule.



Audit and Fraud Control

Primary responsibility for internal audit arrangements within the agency rests with the Corporate Office under the broad direction of the agency's Audit and Risk Committee. ARPANSA has a robust internal governance and control framework to establish and maintain appropriate systems of risk oversight and management and an appropriate system of internal controls.

The agency undertakes self-assessment for annual compliance sign-off and has developed a risk based compliance assessment questionnaire to guide management in their review.

In 2015-16, ARPANSA's internal auditors, RSM Australia Pty Ltd conducted audits and reviews based on the strategic internal *Audit Work Plan* approved by the Audit and Risk Committee.

Six internal audits were undertaken during the year covering the following topics:

- implementation of ANAO recommendations to regulatory activities
- physical security
- data analytics
- Australian National Radiation Dose Register
- workforce and succession planning
- emergency preparedness

Fraud Minimisation Strategies

During 2015-16, the agency continued a rolling program to assess fraud risks embedded in ARPANSA's overarching risk management framework. Treatment strategies are developed and monitored as part of that process. Results of the fraud risk assessment process are used to inform the development of the internal audit schedule. No instances of fraud were identified during 2015-16.

Business Continuity

The *ARPANSA Business Continuity Plan* was tested during 2015-16. This included functional testing of information and communication technology services.

Changes to Disability Reporting in Annual Reports

Since 1994, Commonwealth departments and agencies have reported on their performance as policy adviser, purchaser, employer, regulator and provider under the Commonwealth Disability Strategy. During 2007-08, reporting on the employer role was transferred to the Australian Public Service Commission's *State of the Service Report* and the *APS Statistical Bulletin*. These reports are available at the Australian Public Service Commission website. From 2010-11, departments and agencies have no longer been required to report on these functions.

The *Commonwealth Disability Strategy* has been overtaken by the *National Disability Strategy 2010 to 2020*, which sets out a ten year national policy framework to improve the lives of people with disability, promote participation and create a more inclusive society. A high level biennial report will track progress against each of the six outcome areas of the strategy and present a picture of how people with disability are faring. The first of these reports can be found at the Department of Social Services website.

Accountability

EXTERNAL SCRUTINY

Judicial Review

During 2015-16, the agency was not involved in any matters before the Full Federal Court, the Federal Court or the Administrative Appeals Tribunal.

Reports by the Auditor-General, Parliamentary Committees or Commonwealth Ombudsman

As at 30 June 2016, no reports were made by the Auditor-General regarding ARPANSA for the year 2015-16.

During 2015-16, there were no complaints made to the Commonwealth Ombudsman against the agency. There are no earlier complaints which remain open.

Freedom of Information

Agencies subject to the *Freedom of Information Act 1982* (FOI Act) are required to publish information to the public as part of the *Information Publication Scheme*. This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. Each agency must display on its website a plan showing what information it publishes in accordance with the *Information Publication Scheme* requirements.

ARPANSA, as an Australian Government agency, is subject to the FOI Act and is required to comply with the *Information Publication Scheme* provisions. ARPANSA has developed an agency plan describing ARPANSA's compliance with *Information Publication Scheme* provisions as required by section 8(1) of the FOI Act.

Feedback on this plan can be provided by contacting the Freedom of Information (FOI) Coordinator at:

The FOI Coordinator
ARPANSA PO Box 655
MIRANDA NSW 1490
foi@arpansa.gov
(03) 9433 2211.

Documents released by ARPANSA in response to FOI requests can be found on the Disclosure Log at www.arpansa.gov.au/AboutUs/disclosure.cfm.

Statistics

ARPANSA received two FOI requests during the reporting period.



Human Resources

ARPANSA's People and Culture section is responsible for the delivery of a wide range of people services including workforce planning, recruitment, pay and conditions, performance management, learning and development and workplace diversity.

During 2015-16, the section continued to support the development of ARPANSA's organisational capability through a renewed learning and development program and introduction of more effective people management practices designed to support the agency in achieving its operational and strategic goals.

WORKFORCE PLANNING

During the reporting period, an internal audit was undertaken to review the suitability of controls within the workforce and succession planning processes. The findings of the audit were generally positive; however it did recommend the development of a high level statement of policy and support for workforce planning as one component of agency business planning processes. The agency has accepted all recommendations including this and will prepare a policy statement endorsed by the CEO, along with associated procedural arrangements to support the implementation of the policy.

Workplace Change

During the previous reporting period a major change initiative involving the structure, functions and location of the Office of the CEO was noted. In June 2016, the Canberra-based Parliamentary and Government Relations (PGR) function of the Office of the CEO was permanently relocated to ARPANSA's Victorian office in order for better coordination and oversight of functions carried out by PGR. Considerable recruitment action has seen the establishment of a more robust and fit-for-purpose staffing structure designed to ensure the ongoing efficiency and effectiveness of the Office of the CEO in the provision of high quality policy advice and professional support to government.

Flexible Working Arrangements

The agency's flexible working arrangements aim to provide a balance between employees' work and personal lives, and opportunities for improved organisational productivity. The following types of working arrangements available under the agency's Enterprise Agreement offer flexibility to employees and opportunities for improved productivity: flex time and compressed working patterns; part-time work; working from home; use of generous leave provisions including Christmas closedown and access to purchase additional annual leave; and individual flexibility arrangements.

Salary Sacrificing

ARPANSA provides a number of items that can be salary sacrificed through the agency's selected provider, including superannuation and car leases.

LEARNING AND DEVELOPMENT

ARPANSA is committed to developing:

- a work environment that attracts and retains employees, has a positive culture and supports delivery of service
- people who are committed to ARPANSA's strategic direction, work well in their team, and are engaged in building their capability and skills
- leaders who model ARPANSA's culture, are respected, and guide employees in delivery of the agency's objectives.

Employees are able to address their individual development needs through:

- on-the-job experience to develop specific skills and capabilities
- coaching provided through team leaders and more experienced team members
- attendance at internal and external courses, programs or events
- formal mentoring program.

During 2015-16, ARPANSA continued to provide a range of learning and development opportunities covering corporate compliance responsibilities, targeted agency-wide activities and training to meet the specific developmental needs of individuals.

Examples of activities include:

- bullying and harassment awareness information sessions
- training for staff participating in selection advisory committees
- work health and safety risk management
- UVR and skin cancer prevention conference and workshop
- publishing with impact
- quality management in the laboratory.

In addition to a broad range of existing training courses, in 2015-16 ARPANSA made significant investments in ongoing skills development for our leaders. A two day leadership retreat was held in November 2015 for SMC members, Executive Level 2 staff and a number of Executive Level 1 staff who report directly to a branch or office head. A follow-up workshop was held in March 2016.

The retreat is one component of an ongoing focus on developing a more effective and truly collaborative leadership team: one that is characterised by effective decision making, willingness to put forward smart ideas, and an ability to drive improvements through proper management of people and other resources.

WORKPLACE ARRANGEMENTS

As at 30 June 2016, ARPANSA employed 130 employees under the 2011-2014 Enterprise Agreement (EA), three SES officers by common law contracts and one statutory office holder.

With the exception of the CEO, all staff are employed under the *Public Service Act 1999*.

The agency EA came into operation on 15 December 2011 and nominally expired on 30 June 2014. Negotiations for a new enterprise agreement commenced following the release of a Notice of Employee Representational Rights in June 2014.

Since that time, ARPANSA has been bargaining in good faith and trying, genuinely, to reach agreement with all parties to the Agreement. Despite multiple meetings, the parties had not been able to reach agreement by 30 June 2016. Nonetheless, ARPANSA remains committed to continuing to bargain and reaching an appropriate agreement.

The EA contains an individual flexibility arrangements clause, which enables the agency to provide additional or varied terms and conditions to non-SES staff where necessary and appropriate. There are currently nine such arrangements in place.

The agency's SES staff are provided with comprehensive terms and conditions of employment made under Common Law Contracts. These contracts are negotiated following discussions between the SES staff member and the CEO.

There is no provision for the payment of performance pay in ARPANSA's EA or Common Law Contracts.



STAFF AWARDS AND INITIATIVES

ARPANSA Award

The ARPANSA Award was first instituted in 2001 to recognise and celebrate significant contributions to the work of ARPANSA by an individual or team. Since then it has been established as an annual event with the presentation being made in conjunction with Australia Day. The 2015 ARPANSA Award was presented to the Cost Recovery Team: Alex Kalaiziovski, John Templeton, Leon Railey, Selva Kumar and Jim Scott for their collaboration and persistent efforts in developing a long-term plan for cost recovery and implementing simplified annual charges for three of the largest organisations that ARPANSA regulates.

Three high achievement certificates were also awarded in recognition of individuals or teams who achieved outstanding performance:

- Tony Ainsworth and the Property team for their outstanding performance in ensuring ARPANSA premises are maintained and enhanced to provide a supportive and effective work environment for ARPANSA staff and activities.
- Rick Tinker and the 'Talk to a Scientist' team for their outstanding performance in supporting and enhancing ARPANSA's provision of expert information and advice to the public and other stakeholders on radiation issues, through the 'Talk to a Scientist' program and other activities.
- Alan Mason for his outstanding performance in promoting ARPANSA's responsibility and contribution for radiation protection of the patient while successfully engaging with multiple important stakeholders.

The ARPANSA Social Club

The ARPANSA Social Club endeavours to create a healthy workplace and provide a range of social functions to allow all staff to be involved in events throughout the year. The social events are an opportunity for staff from different sections to meet and mingle.

The social club hosts a range of events, including BBQ's and fundraising activities. None of the events would happen without the hard work of those staff who volunteer their time and effort to be a part of the Social Club Committee to ultimately benefit all staff.

Staffing Statistics

As at 30 June 2016 ARPANSA employed 133 staff (not including the CEO). No employee identified themselves as indigenous.

Table 2.1 sets out the salary ranges as at 30 June 2016.

Table 2.2 sets out employees by location, gender and APS classification. The table shows that 83 per cent of staff are located in the Victorian office.

TABLE 2.1: SALARY RANGES AS AT 30 JUNE 2016

APS Classification	Salary Range (\$)
ARPANSA Graduate	58 524 – 76 221
APS Level 1	43 901 – 49 901
APS Level 2	51 398 – 56 424
APS Level 3	58 524 – 65 484
APS Level 4	67 449 – 70 481
APS Level 5	72 596 – 76 221
APS Level 6	78 507 – 89 800
Executive Level 1	96 987 – 111 593
Executive Level 2 lower	118 512 – 134 581
Executive Level 2 upper	139 963 – 150 329

TABLE 2.2: STAFF BY LOCATION, GENDER AND APS CLASSIFICATION

Classification	SES		EL 2		EL 1	
	2015	2016	2015	2016	2015	2016
New South Wales						
Female	0	0	0	0	2	3
Male	1	1	5	4	7	7
Total	1	1	5	4	9	10
Victoria						
Female	0	0	2	6	8	7
Male	2	2	11	10	22	23
Total	2	2	13	16	30	30
Australian Capital Territory						
Female	0	0	0	0	1	0
Male	0	0	2	1	0	0
Total	0	0	2	1	1	0
Total						
Female	0	0	2	6	11	10
Male	3	3	18	15	29	30
Total	3	3	20	21	40	40



APS 6		APS 5		APS 4		APS 3		APS 2		APS 1		Graduate		Total	
2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
0	0	0	0	1	1	4	3	0	0	0	0	0	0	7	7
2	1	0	0	0	0	1	1	0	0	0	0	0	0	16	14
2	1	0	0	1	1	5	4	0	0	0	0	0	0	23	21
10	11	8	10	5	5	9	10	7	5	0	0	0	0	49	54
14	16	6	6	0	0	0	0	0	0	0	0	0	0	55	57
24	27	14	16	5	5	9	10	7	5	0	0	0	0	104	111
0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
0	0	1	0	0	0	0	0	0	0	0	0	0	0	3	1
0	0	1	0	0	0	0	0	0	0	0	0	0	0	4	1
8	11	8	10	6	6	13	13	7	5	0	0	0	0	57	61
19	17	7	6	0	0	1	1	0	0	0	0	0	0	74	72
27	28	15	16	6	6	14	14	7	5	0	0	0	0	131	133

Table 2.3 shows that of the 133 employees (not including the CEO), 124 are ongoing and nine are non-ongoing. Nine ongoing staff are part-time and one non-ongoing employee is part-time.

Table 2.4 shows that as at 30 June 2016 Radiation Health Services is the largest branch with 43 staff, followed by the Corporate Office (38), Regulatory Services (23), Medical Radiation Services (20), Office the CEO (8) and the Legal Office (1).

TABLE 2.3: DISTRIBUTION OF STAFF BY FULL OR PART-TIME STATUS

	Full-time Ongoing		Full-time Non-ongoing		Part-time Ongoing		Part-time Non-ongoing		Total	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Female	40	45	6	6	9	9	2	1	57	61
Male	70	70	3	2	1	0	0	0	74	72
Total	110	115	9	8	10	9	2	1	131	133

TABLE 2.4: DISTRIBUTION OF STAFF BY BRANCH/OFFICE

	Ongoing		Non-ongoing		Ongoing		Non-ongoing		Ongoing		Non-ongoing	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Branch	Female				Male				Total			
Office of the CEO	5	5	1	0	5	3	0	0	10	8	1	0
Corporate Office	21	24	2	2	12	12	0	0	33	36	2	2
Legal Office	0	0	0	0	1	1	0	0	1	1	0	0
Medical Radiation Services	3	4	3	3	11	11	2	2	14	15	5	5
Radiation Health Services	13	14	2	2	25	27	0	0	38	41	2	2
Regulatory Services	7	7	0	0	17	16	1	0	24	23	1	0
Total	49	54	8	7	71	70	3	2	120	124	11	9



Work Health and Safety

ARPANSA is committed to creating a healthy and safe working environment for all employees, contractors and visitors. During 2015-16 ARPANSA worked closely with Comcare to enhance our safety management system. Significant time was spent this year to review and improve our WHS documentation. A Comcare audit of the ARPANSA safety management system was conducted in May 2016. The audit identified several areas for further improvement of our safety management system. A corrective action plan has been implemented to address the audit recommendations and support continual improvement in our safety systems and performance. This will remain a key focus of the WHS program of work for 2016-17.

Key WHS activities undertaken in 2015-16 include:

- influenza immunisations for all staff
- WHS due diligence training for management
- WHS contract management training
- mental health and challenging situations training
- baseline noise monitoring in relevant work areas
- preparation for the transition to the Globally Harmonised System for classifying and labelling chemicals.

Incidents

During 2015-16 eight hazards were reported: two due to system failure, four due to poor design or manufacture and two were related to housekeeping. This was significantly lower than the previous year. A new simpler system to promote hazard reporting will be implemented in 2016-17.

Nine incidents and one near miss were reported during 2015-16. Five of these incidents were people injuries, one lost time injury, two medically treated and two first aid cases. Two incidents were reported to Comcare.

Workers Compensation

Two compensation claims were made during this reporting period for a total loss of 95.59 days. The total cost of the claims was \$28 578.45.

Investigations or Notices Given

There were no improvement, prohibition or non-disturbance notices given in 2015-16.



PART 5
**FINANCIAL
STATEMENTS**





INDEPENDENT AUDITOR'S REPORT

To the Minister for Health and Aged Care

I have audited the accompanying annual financial statements of the Australian Radiation Protection and Nuclear Safety Agency for the year ended 30 June 2016, which comprise:

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

Opinion

In my opinion, the financial statements of the Australian Radiation Protection and Nuclear Safety Agency:

- (a) comply with Australian Accounting Standards and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of the Australian Radiation Protection and Nuclear Safety Agency as at 30 June 2016 and its financial performance and cash flows for the year then ended.

Accountable Authority's Responsibility for the Financial Statements

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

Auditor's Responsibility

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



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Accountable Authority of the entity, as well as evaluating the overall presentation of the financial statements.

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

Independence

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

Australian National Audit Office

Peter Kerr
Executive Director
Delegate of the Auditor-General
Canberra
16 September 2016

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STATEMENT BY THE ACCOUNTABLE AUTHORITY AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2016 comply with subsection 42(2) of the Public Governance, Performance and Accountability Act 2013 (PGPA Act), and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

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

A handwritten signature in black ink, appearing to read 'Carl-Magnus Larsson'.

Carl-Magnus Larsson
Accountable Authority

16 September 2016

A handwritten signature in black ink, appearing to read 'George Savvides'.

George Savvides
Chief Financial Officer

16 September 2016

STATEMENT OF COMPREHENSIVE INCOME

for the period ended 30 June 2016

	Notes	2016 \$	Original Budget 2016 \$	2015 \$
NET COST OF SERVICES				
EXPENSES				
Employee benefits	1.1A	16,186,659	16,348,000	15,752,820
Suppliers	1.1B	8,199,893	6,762,000	7,037,712
Depreciation and amortisation	2.2A	2,570,036	2,171,000	2,332,573
Write-down and impairment of assets	1.1C	565,177	643,000	665,723
Foreign exchange loss	1.1D	306	–	–
Total expenses		27,522,071	25,924,000	25,788,828
OWN-SOURCE INCOME				
Own-source revenue				
Sale of goods and rendering of services	1.2A	6,708,476	4,771,000	6,162,101
Licence fees	1.2B	4,607,286	5,275,000	4,671,536
Other revenue	1.2C	57,000	–	56,500
Total own-source revenue		11,372,762	10,046,000	10,890,137
Gains				
Foreign exchange	1.2D	–	–	1,879
Total gains		–	–	1,879
Total own-source income		11,372,762	10,046,000	10,892,016
Net cost of services		16,149,309	15,878,000	14,896,812
Revenue from Government	1.2E	13,056,000	13,064,000	13,253,000
Deficit attributable to the Australian Government		(3,093,309)	(2,814,000)	(1,643,812)
OTHER COMPREHENSIVE INCOME				
Items not subject to subsequent reclassification to net cost of services				
Changes in asset revaluation surplus		964,987	–	2,630,310
Total other comprehensive income		964,987	–	2,630,310
Total comprehensive income attributable to the Australian Government		(2,128,322)	(2,814,000)	986,498

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



STATEMENT OF COMPREHENSIVE INCOME (CONTINUED)

for the period ended 30 June 2016

Budget Variances Commentary

The above table provides a comparison between the 2015-16 Portfolio Budget Statements (PBS) budget and the final financial outcome in the 2015-16 financial statements. The Budget is not audited and does not reflect additional budget estimates provided in the 2015-16 Portfolio Additional Estimates Statements (PAES) or the revised budget provided as part of the 2016-17 Portfolio Budget Statements (PBS). However major changes in budget have been explained as part of the variance analysis where relevant.

The actuals are prepared in accordance with Australian Accounting Standards.

Explanations have been provided where movements are greater than 10% of the line item or 2% of total income or expense unless the movement is clearly trivial.

Departmental Major Budget Variances for 2016

Explanations of major variances

Affected line items (and statement)

Suppliers

Increase in suppliers expense relates to the provision of the Australian Clinical Dosimetry Service for the full year. The increase in expense is offset by the related increase in revenue.

Suppliers expense and Total own source revenue (Statement of Comprehensive Income) Operating cash used – suppliers (Cash Flow Statement).

Own source revenue

Sale of good and services and licence fees

The 2015-16 estimated actual budget amounts for Sale of goods and rendering of services and Licence Fees were amended to \$5,275,000 and \$4,771,000 respectively in the 2016-17 PBS. Overall, the increase in Sale of goods and rendering of services relates to the funding of the Australian Clinical Dosimetry Service for the full year. This increase in revenue is offset by the related increase in suppliers expense. In relation to licence fees, actual income was lower than that estimated at budget.

Total own source revenue and Suppliers expense (Statement of Comprehensive Income), Operating cash received – sale of goods and rendering of services (Cash Flow Statement).

Total other comprehensive income

The variance of \$964,987 relates to the unbudgeted independent revaluation of land and buildings.

Total other comprehensive income (Statement of Comprehensive Income), Land and Building (Statement of Financial Position).

STATEMENT OF FINANCIAL POSITION

as at 30 June 2016

	Notes	2016 \$	Original Budget 2016 \$	2015 \$
ASSETS				
Financial assets				
Cash and cash equivalents	2.1A	1,210,302	1,126,000	1,510,837
Trade and other receivables	2.1B	932,522	3,211,000	4,011,480
Other financial assets	2.1C	83,067	91,000	47,675
Total financial assets		2,225,891	4,428,000	5,569,992
Non-financial assets				
Land and buildings	2.2A	24,600,000	21,593,000	24,316,564
Leasehold improvements	2.2A	280,863	–	–
Plant and equipment	2.2A	6,917,410	4,944,000	5,978,450
Intangibles	2.2A	863,731	621,000	622,950
Inventories	2.2B	1,532,976	1,428,000	1,495,537
Other non-financial assets	2.2C	435,115	369,000	403,081
Total non-financial assets		34,630,095	28,955,000	32,816,582
Total assets		36,855,986	33,383,000	38,386,574
LIABILITIES				
Payables				
Suppliers	2.3A	928,587	–	1,276,994
Other payables	2.3B	328,642	1,240,000	1,071,017
Total payables		1,257,229	1,240,000	2,348,011
Provisions				
Employee provisions	4.1	4,447,316	5,370,000	4,737,800
Total provisions		4,447,316	5,370,000	4,737,800
Total liabilities		5,704,545	6,610,000	7,085,811
Net assets		31,151,441	26,773,000	31,300,763
EQUITY				
Contributed equity		19,482,000	19,482,000	17,503,000
Reserves		14,609,426	11,014,000	13,644,439
Retained surplus / (Accumulated deficit)		(2,939,985)	(3,723,000)	153,324
Total equity		31,151,441	26,773,000	31,300,763

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



STATEMENT OF FINANCIAL POSITION (CONTINUED)

as at 30 June 2016

Budget Variances Commentary

The above table provides a comparison between the 2015-16 Portfolio Budget Statements (PBS) budget and the final financial outcome in the 2015-16 financial statements. The Budget is not audited and does not reflect additional budget estimates provided in the 2015-16 Portfolio Additional Estimates Statements (PAES) or the revised budget provided as part of the 2016-17 Portfolio Budget Statements (PBS). However major changes in budget have been explained as part of the variance analysis where relevant.

The actuals are prepared in accordance with Australian Accounting Standards.

Explanations have been provided where movements are greater than 10% of the line item or 2% of total income or expense unless the movement is clearly trivial.

Departmental Major Budget Variances for 2016

Explanations of major variances	Affected line items (and statement)
Appropriations The variance of \$2,278,478 relates to the difference in the actual and budget appropriation receivable. This is a result of higher than budgeted fixed assets expenditure.	<i>Trade and other receivables (Statement of Financial Position) and Operating cash received – appropriations (Cash Flow Statement).</i>
Land and buildings The variance relates to the independent revaluation of land and buildings in 2016 and 2015, since the budget was prepared.	<i>Land and buildings and Reserves (Statement of Financial Position).</i>
Leasehold improvements The variance relates to unbudgeted expenditure on leasehold improvements at the NSW office.	<i>Leasehold improvements, Trade and other receivables (Statement of Financial Position) and Investing cash used – purchase of property plant and equipment Financing cash received – contributed equity (Cash Flow Statement).</i>
Plant and equipment The variance relates to additional unbudgeted expenditure on replacement scientific plant and equipment	<i>Plant and equipment and Trade and other receivables (Statement of Financial Position) and Investing cash used – purchase of property plant and equipment and Financing cash received – contributed equity (Cash Flow Statement).</i>
Intangibles The variance relates to the unbudgeted purchase of the Customer Relationship Management software.	<i>Intangibles (Statement of Financial Position) and Investing cash used – purchase of property plant and equipment (Cash Flow Statement).</i>
Other non-financial assets Actual prepaid expenses were higher than those budgeted, and specifically related to software support.	<i>Non-financial assets (Statement of Financial Position).</i>
Payables Suppliers and Other payables The negative variance in suppliers is offset by the positive variance in other payables to a level that is deemed immaterial.	<i>Non-financial assets (Statement of Financial Position).</i>
Employee provisions Employee provisions are lower than budgeted due to the departure of long serving APS employees.	<i>Employee provisions and Cash and cash equivalents (Statement of Financial Position). Payments to employees (Cash Flow statement).</i>

STATEMENT OF CHANGES IN EQUITY

for the period ended 30 June 2016

	2016	Original Budget 2016	2015
	\$	\$	\$
CONTRIBUTED EQUITY			
Opening balance			
Balance carried forward from previous period	17,503,000	17,503,000	15,500,000
Adjusted opening balance	17,503,000	17,503,000	15,500,000
Transactions with owners			
Contributions by owners			
Departmental capital budget	1,979,000	1,979,000	2,003,000
Total transactions with owners	1,979,000	1,979,000	2,003,000
Closing balance as at 30 June	19,482,000	19,482,000	17,503,000
RETAINED EARNINGS			
Opening balance			
Balance carried forward from previous period	153,324	(909,000)	1,797,136
Adjusted opening balance	153,324	(909,000)	1,797,136
Comprehensive income			
Deficit for the period	(3,093,309)	(2,814,000)	(1,643,812)
Total comprehensive income	(3,093,309)	(2,814,000)	(1,643,812)
Closing balance as at 30 June	(2,939,985)	(3,723,000)	153,324
ASSET REVALUATION RESERVE			
Opening balance			
Balance carried forward from previous period	13,644,439	11,014,000	11,014,129
Adjusted opening balance	13,644,439	11,014,000	11,014,129
Comprehensive income			
Other comprehensive income	964,987	–	2,630,310
Total comprehensive income	964,987	–	2,630,310
Closing balance as at 30 June	14,609,426	11,014,000	13,644,439



STATEMENT OF CHANGES IN EQUITY (CONTINUED)

for the period ended 30 June 2016

	2016	Original Budget 2016	2015
	\$	\$	\$
TOTAL EQUITY			
Opening balance			
Balance carried forward from previous period	31,300,763	27,608,000	28,311,265
Adjusted opening balance	31,300,763	27,608,000	28,311,265
Comprehensive income			
Other comprehensive income	964,987	–	2,630,310
Deficit for the period	(3,093,309)	(2,814,000)	(1,643,812)
Total comprehensive income	(2,128,322)	(2,814,000)	986,498
Transactions with owners			
Contributions by owners			
Departmental capital budget	1,979,000	1,979,000	2,003,000
Total transactions with owners	1,979,000	1,979,000	2,003,000
Closing balance as at 30 June	31,151,441	26,773,000	31,300,763

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

Accounting Policy

Equity Injections

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

Restructuring of Administrative Arrangements

Net assets received from or relinquished to another Government entity under a restructuring of administrative arrangements are adjusted at their book value directly against contributed equity.

STATEMENT OF CHANGES IN EQUITY (CONTINUED)

for the period ended 30 June 2016

Budget Variances Commentary

The above table provides a comparison between the 2015-16 Portfolio Budget Statements (PBS) budget and the final financial outcome in the 2015-16 financial statements. The Budget is not audited and does not reflect additional budget estimates provided in the 2015-16 Portfolio Additional Estimates Statements (PAES) or the revised budget provided as part of the 2016-17 Portfolio Budget Statements (PBS). However major changes in budget have been explained as part of the variance analysis where relevant.

The actuals are prepared in accordance with Australian Accounting Standards.

Explanations have been provided where movements are greater than 10% of the line item or 2% of total income or expense unless the movement is clearly trivial.

Departmental Major Budget Variances for 2016

Explanations of major variances	Affected line items (and statement)
Retained earnings Effect of the variations detailed in the Budget variance commentary of the Statement of Comprehensive Income has resulted in a \$783,015 reduction in the actual accumulated deficit for the period.	<i>Other comprehensive income (Statement of Comprehensive Income).</i>
Asset Revaluation Reserves Increase relates to the actual independent revaluation of land and buildings in 2016 and 2015, since the budget was prepared.	<i>Land and buildings and reserves (Statement of Financial Position).</i>



CASH FLOW STATEMENT

for the period ended 30 June 2016

	Notes	2016 \$	Original Budget 2016 \$	2015 \$
OPERATING ACTIVITIES				
Cash received				
Appropriations		14,342,000	13,928,000	11,967,000
Sales of goods and rendering of services		7,079,701	4,286,000	11,810,133
Other cash received		4,607,286	5,275,000	–
Net GST received		516,264	485,000	503,694
Total cash received		26,545,251	23,974,000	24,280,827
Cash used				
Employees		(17,024,289)	(16,349,000)	(15,740,521)
Suppliers		(10,087,893)	(6,678,000)	(8,423,864)
Net GST paid		–	(701,000)	–
Total cash used		(27,112,182)	(23,728,000)	(24,164,385)
Net cash (used by) / from operating activities	3.3	(566,931)	246,000	116,442
INVESTING ACTIVITIES				
Cash used				
Purchase of property, plant, equipment and intangibles		(3,365,604)	(1,979,000)	(3,219,609)
Total cash used		(3,365,604)	(1,979,000)	(3,219,609)
Net cash (used by) investing activities		(3,365,604)	(1,979,000)	(3,219,609)
FINANCING ACTIVITIES				
Cash received				
Contributed equity		3,632,000	1,979,000	3,219,000
Total cash received		3,632,000	1,979,000	3,219,000
Net cash from financing activities		3,632,000	1,979,000	3,219,000
Net (decrease) / increase in cash held		(300,535)	246,000	115,833
Cash and cash equivalents at the beginning of the reporting period		1,510,837	880,000	1,395,004
Cash and cash equivalents at the end of the reporting period	2.1A	1,210,302	1,126,000	1,510,837

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

CASH FLOW STATEMENT (CONTINUED)

for the period ended 30 June 2016

Budget Variances Commentary

The above table provides a comparison between the 2015-16 Portfolio Budget Statements (PBS) budget and the final financial outcome in the 2015-16 financial statements. The Budget is not audited and does not reflect additional budget estimates provided in the 2015-16 Portfolio Additional Estimates Statements (PAES) or the revised budget provided as part of the 2016-17 Portfolio Budget Statements (PBS). However major changes in budget have been explained as part of the variance analysis where relevant.

The actuals are prepared in accordance with Australian Accounting Standards.

Explanations have been provided where movements are greater than 10% of the line item or 2% of total income or expense unless the movement is clearly trivial.

Departmental Major Budget Variances for 2016

Explanations of major variances	Affected line items (and statement)
Variances relating to cash flows occur because of the factors detailed under expenses, own source income, assets or liabilities.	<i>Operating, Investing, Financing activities (Cash Flow statement)</i>
Contributed Equity Variance of \$1,653,000 relates to the drawdown of prior year Departmental Capital Budget (DCB)	<i>Financing activities (Cash Flow statement), Trade and other receivables (Statement of Financial Position)</i>



OVERVIEW

Objectives of the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA)

ARPANSA is an Australian Government controlled not-for-profit entity. It is a non-corporate Commonwealth Entity under the Public Governance Performance and Accountability Act 2013. The objectives of ARPANSA are to: *protect people and the environment from the harmful effects of radiation.*

The Entity is structured to meet one outcome:

"Protection of people and the environment through radiation protection and nuclear safety research, policy, advice, codes, standards, services and regulation."

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

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

Basis of Preparation of the Financial Report

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

The financial statements and notes have been prepared in accordance with:

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

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

Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, ARPANSA have made the following judgements that have the most significant impact on the amounts recorded in the financial statements:

- The fair value of land and buildings is taken to be the market value and depreciated replacement cost respectively as determined by an independent valuer.
- The long service leave liability is calculated using the shorthand method developed by the Australian Government Actuary. This method is impacted by fluctuations in the Commonwealth Government 10 year Treasury Bond rate and the Entity's estimated salary growth rates.

No accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next accounting period.

New Australian Accounting Standards

Adoption of new Australian Accounting Standard requirements

AASB 2015-7 Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities was the only accounting standard adopted earlier than the application date stated in the standard. AASB 2015-7 provides relief from disclosing quantitative information about significant unobservable inputs used in fair value, where property, plant and equipment is held for its current service potential rather than to generate net cash flows. The standard has been applied and the effect is these disclosures are no longer made.

All other new or revised standards that were issued prior to the signing of the statement by the Accountable Authority and Chief Financial Officer, and are applicable to the current reporting period did not have an effect, and are not expected to have a future effect on the Entity's financial statements.

OVERVIEW (CONTINUED)

Future Australian Accounting Standard requirements

The following new standards, revised or amending standards and interpretations that were issued prior to the signing of the statement by the Accountable Authority and Chief Financial Officer and are applicable to the future reporting period are expected to have an effect on the Entity's financial statements.

Standard / Interpretation	Application date for entity	Nature of impending changes in accounting policy and likely impact on initial application
AASB 9 <i>Financial Instruments</i>	1 July 2018	Incorporates the final requirements for all three phases of the financial instruments project: classification and measurement, impairments and hedge accounting. Likely impact – the classification of Financial assets.
AASB 15 <i>Revenue from Contracts with Customers</i>	1 July 2018	Specifies the accounting treatment for all revenue arising from contracts with customers. Likely impact – the timing of revenue recognition
AASB 16 <i>Leases</i>	1 July 2019	Requires lessees to recognise almost all leases as assets and liabilities Likely impact – Recognition of lease on the Statement of Financial Position

Taxation

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

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

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

Events after the Reporting Period

There have been no significant subsequent events after the reporting period that impact on the financial statement for the year ended 30 June 2016.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

FINANCIAL PERFORMANCE This section analyses the financial performance of ARPANSA for the year ended 2016

	2016	2015
	\$	\$
NOTE 1.1: EXPENSES		
NOTE 1.1A: EMPLOYEE BENEFITS		
Wages and salaries	11,729,103	11,205,006
Superannuation – defined contribution	1,745,099	1,747,559
Superannuation – defined benefit	408,643	388,379
Leave and other entitlements	1,884,931	2,058,850
Separation and redundancies	418,883	353,026
Total employee benefits	16,186,659	15,752,820

Accounting Policy

Accounting policies for employee related expenses are contained in the people and relationships section.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$
NOTE 1.1B: SUPPLIERS		
Goods and services supplied or rendered		
Audit fees – ANAO	57,000	56,500
Audit fees – outsourced	112,561	185,962
Advisory council and committees	127,906	101,434
Communications	355,998	314,053
Construction and maintenance – Comprehensive nuclear test ban treaty	601,815	560,555
Contractors/Consultants	1,142,575	853,703
Information technology	854,821	702,448
Insurance	56,516	55,569
Laboratory supplies	492,519	317,267
Postage and freight	182,833	157,408
Reference material & subscriptions	307,518	265,941
Repair and maintenance	556,692	589,112
Training and conferences	363,055	205,890
Travel	1,286,801	1,086,469
Utilities	477,773	460,966
Other goods and services	772,255	637,667
Total goods and services supplied or rendered	7,748,638	6,550,944
Goods supplied	1,501,531	1,195,683
Services rendered	6,247,107	5,355,261
Total goods and services supplied or rendered	7,748,638	6,550,944
Other supplier expenses		
Operating lease rentals – external entity		
Minimum lease payments	391,224	447,055
Workers compensation premiums	60,031	39,713
Total other supplier expenses	451,255	486,768
Total supplier expenses	8,199,893	7,037,712



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

Leasing commitments

ARPANSA in its capacity as lessee:

Lease for office accommodation

- Four year office accommodation lease with two further extension options of two years each. Lease payments are subject to an annual CPI increase.

Agreement for the provision of motor vehicle to senior executive officers.

- No contingent rentals exist.
There are no renewal or purchase options available to the Agency

Commitments for minimum lease payments in relation to non-cancellable operating leases are payable as follows:

Within 1 year	240,807	263,392
Between 1 to 5 years	623,115	–
Total operating lease commitments	863,922	263,392

Accounting Policy

A distinction is made between finance leases and operating leases. Finance leases effectively transfer from the lessor to the lessee substantially all the risks and rewards incidental to ownership of leased assets. An operating lease is a lease that is not a finance lease. In operating leases, the lessor effectively retains substantially all such risks and benefits.

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

NOTE 1.1C: WRITE-DOWN AND IMPAIRMENT OF ASSETS

Impairment on financial assets	546	4,848
Property, plant and equipment – write-off	16,515	116,861
Computer software – write-off	–	193
Inventories – write-off	548,116	543,821
Total write-down and impairment of assets	565,177	665,723

NOTE 1.1D: FOREIGN EXCHANGE LOSSES

Non-speculative	306	–
Total foreign exchange losses	306	–

Accounting Policy

Gains and losses from foreign currency are recognised when incurred.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 1.2: OWN-SOURCE REVENUE AND GAINS

Own-source revenue

NOTE 1.2A: SALE OF GOODS AND RENDERING OF SERVICES

Scientific services – Personal radiation monitoring service	2,285,618	2,411,440
Construction and maintenance – Comprehensive nuclear test ban treaty	1,720,854	1,724,039
Other scientific services	2,702,004	2,026,622
Total sale of goods and rendering of services	6,708,476	6,162,101

Accounting Policy

Revenue from the sale of goods is recognised when:

- The risks and rewards of ownership have been transferred to the buyer;
- The Entity retains no managerial involvement nor effective control over the goods;
- The revenue and transaction costs incurred can be reliably measured; and
- It is probable that the economic benefits associated with the transaction will flow to the Entity.

Revenue from rendering of services is recognised by reference to the stage of completion of contracts at the reporting date. The revenue is recognised when:

- The amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- The probable economic benefits associated with the transaction will flow to the Entity.

The stage of completion of contracts at the reporting date is determined by reference to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

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

NOTE 1.2B: LICENCE FEES

Application fees	43,429	224,418
Annual charges	4,563,857	4,447,118
Total licence fees	4,607,286	4,671,536

Accounting Policy

Under paragraph 34(b) of the Australian Radiation Protection and Nuclear Safety Act (ARPANS Act), an application for a licence must be accompanied by a fee prescribed in the regulations. Revenue for licence applications is recognised when an application for a licence is received.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$
NOTE 1.2C: OTHER REVENUE		
Resources received free of charge – ANAO audit fees	57,000	56,500
Total other revenue	57,000	56,500

Accounting Policy

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

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

Gains

NOTE 1.2D: FOREIGN EXCHANGE GAIN

Non-speculative	–	1,879
Total foreign exchange gain / (loss)	–	1,879

Accounting Policy

Gains and losses from foreign currency are recognised when earned

Revenue from Government

NOTE 1.2E: REVENUE FROM GOVERNMENT

Appropriation:

Departmental appropriation	13,056,000	13,253,000
Total revenue from Government	13,056,000	13,253,000

Accounting Policy

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

Section 56 (3) of the Australian Radiation Protection and Nuclear Safety Act 1998 (the Act), requires that money appropriated by the Parliament be transferred to the special account (notes 2.1A and 3.2 refer).

Appropriations receivable are recognised at their nominal amounts.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

FINANCIAL POSITION This section analyses ARPANSA's assets used to conduct its operations and the operating liabilities incurred as a result for the year ended 2016. Employee related information is disclosed in the People and relationships section.

	2016	2015
	\$	\$

NOTE 2.1: FINANCIAL ASSETS

NOTE 2.1A: CASH AND CASH EQUIVALENTS

Special accounts	1,190,489	1,485,669
Cash on hand or on deposit	19,813	25,168
Total cash and cash equivalents	1,210,302	1,510,837

Accounting Policy

Cash is recognised at its nominal amount. Cash and cash equivalents includes:

- a) cash on hand;
- b) cash at bank; and
- c) cash in special accounts.

NOTE 2.1B: TRADE AND OTHER RECEIVABLES

Goods and services receivables

Goods and services	884,523	1,003,945
Total goods and services receivables	884,523	1,003,945

Appropriations receivable:

For existing program	–	2,939,000
Total appropriations receivables	–	2,939,000

Other receivables

Statutory receivables – GST	45,238	83,539
Other – leave liability transfer and bond advance	18,337	2,499
Total other receivables	63,575	86,038
Total trade and other receivables (gross)	948,098	4,028,983

Less impairment allowance account

Goods and services	(15,576)	(17,503)
Total trade and other receivables (net)	932,522	4,011,480

Trade and other receivables (net) to be recovered in:

No more than 12 months	932,522	4,011,480
Total trade and other receivables (net)	932,522	4,011,480



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$
Total trade and other receivables (gross) are aged as follows:		
Not overdue	794,492	3,879,223
Overdue by:		
0 to 30 days	122,203	113,365
31 to 60 days	20,282	25,350
61 to 90 days	11,121	11,045
Total trade and other receivables (gross)	948,098	4,028,983

Impairment allowance is aged as follows:

Overdue by:		
31 to 60 days	4,455	17,503
61 to 90 days	11,121	–
Total impairment allowance	15,576	17,503

*Goods and services receivable was with entities external to the Australian Government.
Credit terms are net 30 days (2015: 30 days)*

Accounting Policy

Receivables

Trade receivables, and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'receivables'. Receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Reconciliation of Impairment Allowance

Goods and services

Opening Balance	17,503	13,828
Amounts recovered and reversed	–	–
Amounts written off	(2,473)	(1,173)
Increase/decrease recognised in net cost of services	546	4,848
Closing Balance	15,576	17,503

NOTE 2.1C: OTHER FINANCIAL ASSETS

Accrued revenue	83,067	47,675
Total other financial assets	83,067	47,675

Total other financial assets are expected to be recovered in no more than 12 months.

Accounting Policy

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 2.2: NON-FINANCIAL ASSETS

NOTE 2.2A: RECONCILIATION OF THE OPENING AND CLOSING BALANCES OF PROPERTY, PLANT AND EQUIPMENT

Reconciliation of the opening and closing balances of property, plant and equipment for 2016

	Land	Buildings	Leasehold Improvements	PP & E	Computer software internally developed	Computer software purchased	Other intangibles – Trademarks	Total
	\$	\$	\$	\$	\$	\$	\$	\$
As at 1 July 2015								
Gross book value	7,500,000	16,816,564	–	9,421,394	1,092,900	1,743,024	4,620	36,578,502
Accumulated depreciation and impairment	–	–	–	(3,442,944)	(979,710)	(1,233,264)	(4,620)	(5,660,538)
Net book value 1 July 2015	7,500,000	16,816,564	–	5,978,450	113,190	509,760	–	30,917,964
Additions:								
By purchase	–	264,840	306,396	2,342,707	–	451,661	–	3,365,604
Revaluations and impairments recognised in other comprehensive income		964,987		–	–	–	–	964,987
Depreciation and amortisation	–	(946,391)	(25,533)	(1,387,232)	(101,724)	(109,156)		(2,570,036)
Disposals:								
Other disposals	–	–	–	(16,515)	–	–	–	(16,515)
Net book value 30 June 2016	7,500,000	17,100,000	280,863	6,917,410	11,466	852,265	–	32,662,004
Net book value as of 30 June 2016 represented by:								
Gross book value	7,500,000	17,100,000	306,396	11,662,191	1,092,900	2,075,771	4,620	39,741,878
Accumulated depreciation and impairment	–	–	(25,533)	(4,744,781)	(1,081,434)	(1,223,506)	(4,620)	(7,079,874)
Net book value 30 June 2016	7,500,000	17,100,000	280,863	6,917,410	11,466	852,265	–	32,662,004



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

Reconciliation of the opening and closing balances of property, plant and equipment for 2015

	Land	Buildings	Leasehold Improvements	PP & E	Computer software internally developed	Computer software purchased	Other intangibles – Trademarks	Total
	\$	\$	\$	\$	\$	\$	\$	\$
As at 1 July 2014								
Gross book value	5,700,000	15,482,301	–	8,041,336	1,121,464	1,637,967	4,620	31,987,688
Accumulated depreciation and impairment	–	–	–	(2,297,626)	(902,196)	(1,265,743)	(4,451)	(4,470,016)
Net book value 1 July 2014	5,700,000	15,482,301	–	5,743,710	219,268	372,224	169	27,517,672
Additions:								
By purchase	–	1,353,515	–	1,625,858	–	240,237	–	3,219,610
Revaluations and impairments recognised in other comprehensive income	1,800,000	830,310	–					2,630,310
Depreciation and amortisation	–	(849,562)	–	(1,274,257)	(106,078)	(102,508)	(169)	(2,332,574)
Disposals:								–
Other disposals	–	–	–	(116,861)	–	(193)	–	(117,054)
Net book value 30 June 2015	7,500,000	16,816,564	–	5,978,450	113,190	509,760	–	30,917,964
Net book value as of 30 June 2015 represented by:								
Gross book value	7,500,000	16,816,564	–	9,421,394	1,092,900	1,743,024	4,620	36,578,502
Accumulated depreciation and impairment	–	–	–	(3,442,944)	(979,710)	(1,233,264)	(4,620)	(5,660,538)
Net book value 30 June 2015	7,500,000	16,816,564	–	5,978,450	113,190	509,760	–	30,917,964

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

Accounting Policy

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and income at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor's accounts immediately prior to the restructuring.

Asset Recognition Threshold

Purchases of property, plant and equipment are recognised initially at cost in the Statement of Financial Position, except for purchases costing less than \$2,000, which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total).

Revaluations

Following initial recognition at cost, property plant and equipment is carried at fair value. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets do not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reverses a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the surplus/deficit except to the extent that they reverse a previous revaluation increment for that class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

Fair values for each class of asset are determined as shown below:

Asset class	Fair value measures at:
Land	Market value
Buildings exc. leasehold improvement	Depreciated replacement cost
Leasehold improvements	Depreciated replacement cost
Plant & equipment	Market vale

Revaluation of land and buildings

On 30 June 2016 independent valuers from the Jones Lang LaSalle Advisory Services Pty Ltd conducted a valuation of Land and Buildings. The previous revaluation was conducted on 30 June 2015.

No revaluation increments for land (2015: \$1,800,000) and \$964,987 for buildings on freehold land (2015: \$830,310) were recognised.

All increments were transferred to the asset revaluation reserve surplus by asset class and included in the equity section of the statement of financial position

Depreciation

Depreciable property plant and equipment assets, are written-off to their estimated residual values over their estimated useful lives to ARPANSA, using the straight-line method of depreciation. Leasehold improvements are depreciated using the straight line method over the lesser of the estimated useful life of the leasehold improvements or the unexpired period of the lease.

Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives

	2016	2015
Buildings on freehold land	18 years	18 years
Leasehold improvements	Lease term – 4 years	Lease term – 4 years
Plant and equipment	1 to 27 years	1 to 27 years

Impairment

All assets were assessed for impairment at 30 June 2016. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if ARPANSA were deprived of the asset, its value in use is taken to be its depreciated replacement cost.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

Derecognition

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.

Intangibles

ARPANSA's intangibles comprise purchased software, internally developed software for internal use and trade marks. These assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Intangibles are amortised on a straight-line basis over their anticipated useful life. The useful lives of ARPANSA's intangibles are 5 to 15.5 years (2014-15: 5 to 15.5 years).

All intangibles assets were assessed for indications of impairment as at 30 June 2016.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 2.2B: INVENTORIES

Inventories held for sale

Finished goods	24,469	52,906
Total Inventories held for sale	24,469	52,906

Inventories held for distribution	1,508,507	1,442,631
Total inventories	1,532,976	1,495,537

During 2015-16, \$37,745 of inventory held for sale was recognised as an expense (2014-15: \$39,850).

During 2015-16, \$3,902 of inventory held for distribution was recognised as an expense (2014-15: \$51,235).

No items of inventory were recognised at fair value less cost to sell.

All inventory is expected to be sold or distributed in the next 12 months.

Accounting Policy

Inventories held for sale are valued at the lower of cost and net realisable value.

Inventories held for distribution are valued at cost, adjusted for any loss of service potential.

NOTE 2.2C: OTHER NON-FINANCIAL ASSETS

Prepayments	435,115	403,081
Total other non-financial assets	435,115	403,081

Other non-financial assets expected to be recovered

No more than 12 months	435,115	403,081
Total other non-financial assets	435,115	403,081

No indicators of impairment were found for other non-financial assets.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 2.3: PAYABLES

NOTE 2.3A: SUPPLIERS

Trade creditors and accruals	928,587	1,276,994
Total suppliers	928,587	1,276,994

Suppliers expected to be settled

No more than 12 months	928,587	1,276,994
Total suppliers	928,587	1,276,994

Settlement is usually made within 30 days.

NOTE 2.3B: OTHER PAYABLES

Salaries and wages	89,896	467,385
Superannuation	8,386	75,528
Separation and redundancies	–	99,951
Unearned income	213,547	403,421
Other	16,813	24,732
Total other payables	328,642	1,071,017

Other payables are expected to be settled in:

No more than 12 months	328,642	1,071,017
Total other payables	328,642	1,071,017

Accounting Policy

Parental Leave Payments Scheme

All amounts received by the Entity under the parental leave payments scheme have been paid to employees. The total amount received under this scheme was \$26,305 (2015: \$43,591).

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

FUNDING This section identifies ARPANSA's funding structure

NOTE 3.1: APPROPRIATIONS

In accordance with section 56 of the *Australian Radiation Protection and Nuclear Safety Act 1998*, all monies received by ARPANSA are to be paid into the ARPANSA Special Account. Pursuant to this section, all monies paid into this Account are automatically appropriated for the use of ARPANSA.

NOTE 3.1A: ANNUAL APPROPRIATIONS ('RECOVERABLE GST EXCLUSIVE')

Annual Appropriations for 2016

	Appropriation Act		PGPA Act				
	Annual Appropriation ¹	AFM	Section 74	Section 75	Total appropriation	Appropriation applied in 2016 (current and prior years)	Variance ²
	\$	\$	\$	\$	\$	\$	\$
DEPARTMENTAL							
Ordinary annual services	13,064,000	–	–	–	13,064,000	14,342,000	(1,278,000)
Capital Budget ³	1,979,000				1,979,000	3,632,000	(1,653,000)
Other services							
Equity	–	–	–	–	–	–	–
Total departmental	15,043,000	–	–	–	15,043,000	17,974,000	(2,931,000)

Notes:

- 1 A Section 51 determination has resulted in the permanent loss of control of \$8,000.
- 2 The variance of \$2,931,000 for departmental ordinary annual services reflects the quarantined amount of \$8,000 and movement in appropriation receivable of \$2,939,000
- 3 Departmental Capital Budgets are appropriated through Appropriation Acts (No.1,3,5). They form part of ordinary annual services, and are not separately identified in the Appropriation Acts.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

Annual Appropriations for 2015

	Appropriation Act		PGPA Act				
	Annual Appropriation ¹	AFM	Section 74	Section 75	Total appropriation	Appropriation applied in 2015 (current and prior years)	Variance ²
	\$	\$	\$	\$	\$	\$	\$
DEPARTMENTAL							
Ordinary annual services	13,258,000	–	–	–	13,258,000	11,967,000	1,291,000
Capital Budget ³	2,003,000				2,003,000	1,994,000	9,000
Other services							
Equity	–	–	–	–	–	1,225,000	(1,225,000)
Total departmental	15,261,000	–	–	–	15,261,000	15,186,000	75,000

Notes:

1 A Section 51 determination has resulted in the permanent loss of control of \$5,000.

2 The variance of \$75,000 for departmental ordinary annual services reflects the quarantined amount of \$5,000 and movement in appropriation receivable of \$70,000.

3 Departmental Capital Budgets are appropriated through Appropriation Acts (No.1,3,5). They form part of ordinary annual services, and are not separately identified in the Appropriation Acts.

NOTE 3.1B: UNSPENT DEPARTMENTAL ANNUAL APPROPRIATIONS ('RECOVERABLE GST EXCLUSIVE')

	2016	2015
	\$	\$

Authority

DEPARTMENTAL	2016	2015
Appropriation Act (No. 1) 2015-16	19,813	–
Appropriation Act (No. 1) 2014-15	–	2,964,168
Total Departmental	19,813	2,964,168

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
ARPANSA Special Account (Departmental)	\$	\$

NOTE 3.2: SPECIAL ACCOUNTS

Establishing Instrument: *Australian Radiation Protection and Nuclear Safety Act 1998; s56(4)*

Appropriation: Public Governance, Performance and Accountability Act 2013; s80

Purpose: The purpose of the Special Account is set out in the Australian Radiation Protection and Nuclear Safety Act 1998 at section 56(4):

"The purposes of the Special Account are to make payments:

- (a) to further the object of this Act (as set out in section 3); and
- (b) otherwise in connection with the performance of the CEO's functions under this Act or the Regulations."

Balance brought forward from previous period	1,510,837	1,395,004
Increases		
Appropriations credited to special account	17,974,000	15,186,000
Other receipts	12,203,251	12,313,827
Total increase	30,177,251	27,499,827
Available for payments	31,688,088	28,894,831
Decreases		
Departmental	(30,477,786)	(27,383,994)
Total decrease	(30,477,786)	(27,383,994)
Total Balance carried to next period	1,210,302	1,510,837



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 3.3: CASH FLOW RECONCILIATION

Reconciliation of cash and cash equivalents as per financial position to Cash Flow Statement

Cash and cash equivalents as per:

Cash Flow Statement	1,210,302	1,510,837
Statement of financial position	1,210,302	1,510,837
Difference	–	–

Reconciliation of net cost of services to net cash from (used by) operating activities:

Net cost of services	(16,149,309)	(14,896,812)
Revenue from Government	13,056,000	13,253,000

Adjustments for non-cash items

Depreciation/amortisation	2,570,036	2,332,573
Net write down of non-financial assets	16,515	117,054

Other adjustments

Movement in capital receivable	(1,653,000)	(1,216,000)
--------------------------------	-------------	-------------

Changes in assets / liabilities

(Increase) / decrease in net receivables	3,078,958	64,342
(Increase) / decrease in inventories	(37,439)	(21,722)
(Increase) / decrease in prepayments	(32,034)	(34,226)
(Increase) / decrease in accrued revenue	(35,392)	43,247
Increase / (decrease) in employee provisions	(290,484)	116,963
Increase / (decrease) in supplier payables	(348,407)	119,733
Increase / (decrease) in other payables	(742,375)	238,290
Net cash (used by) / from operating activities	(566,931)	116,442

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 4.1: PROVISIONS

Employee provisions

Leave	4,447,316	4,737,800
Total employee provisions	4,447,316	4,737,800

Employee provisions are expected to be settled in:

No more than 12 months	1,058,910	1,115,699
More than 12 months	3,388,406	3,622,101
Total employee provisions	4,447,316	4,737,800

Accounting Policy

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

The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefit liabilities are measured as net total of the present value of the defined benefit obligation at the end of the reporting period minus the fair value at the end of the reporting period of plan assets (if any) out of which the obligations are to be settled directly.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by employees of the Entity is estimated to be less than the annual entitlement for sick leave.

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that will be applied at the time the leave is taken, including the Entity's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave is recognised and measured at the present value of the estimated future cash flows to be made in respect of employees as at 30 June 2016. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Separation and Redundancy

Provision is made for separation and redundancy benefit payments. The Entity recognises a provision for termination when it has developed a detailed plan for terminations and has informed those employees affected that it will carry out the terminations.

Superannuation

The majority of staff of ARPANSA are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) or the PSS accumulation plan (PSSap), and the Australian Government Employee Superannuation Trust (AGEST). There are a small number of staff covered under various other superannuation schemes.

The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme. The AGESt Superannuation Trust is an industry fund which was previously the Australian Government Default Superannuation fund for non-ongoing employees.

The liability for defined benefits is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported in the Department of Finance's administered schedules and notes.

ARPANSA makes employer contributions to the employees' superannuation scheme at rates determined by an actuary to be sufficient to meet the current cost to the Government. ARPANSA accounts for the contributions as if they were contributions to defined contribution plans.

The liability for superannuation recognised as at 30 June represents outstanding contributions for the final fortnight of the year.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 4.2: SENIOR MANAGEMENT PERSONNEL REMUNERATION

Short-term employee benefits:

Salary	1,180,105	1,109,352
Performance bonuses	900	900
Motor vehicle and other allowances	187,724	175,792
Short-term employee benefits	1,368,729	1,286,044

Post-employment benefits

Superannuation	228,766	210,468
Post-employment benefits	228,766	210,468

Other long-term employee benefits

Annual leave	94,658	96,710
Long-service leave	32,097	31,286
Other long-term employee benefits	126,755	127,996

Termination benefits

Voluntary redundancy payments	-	98,840
Total	1,724,250	1,723,348

The total number of full-time senior management personnel that are included in the above table are 8 individuals (2015: 7 individuals)



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

MANAGING UNCERTAINTIES This section analyses how ARPANSA manages financial risks within its operating environment

NOTE 5.1: CONTINGENT LIABILITIES AND ASSETS

As at 30 June 2016 ARPANSA had no quantifiable or unquantifiable contingencies. (2015: Nil)

Accounting Policy

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



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	2016	2015
	\$	\$

NOTE 5.2: FINANCIAL INSTRUMENTS

NOTE 5.2A: CATEGORIES OF FINANCIAL INSTRUMENTS

Financial assets

Receivables

Cash and cash equivalents	1,210,302	1,510,837
Trade and other receivables	887,284	986,442
Other financials assets	83,067	47,675
Total receivables	2,180,653	2,544,954
Total financial assets	2,180,653	2,544,954

Financial liabilities

Financial liabilities measured at amortised cost

Trade creditors	928,587	937,850
Total financial liabilities measured at amortised cost	928,587	937,850
Total Financial liabilities	928,587	937,850

There was no interest income from financial assets nor interest expense from financial liabilities in the year ending 30 June 2016 (2015: Nil)

The Fair value of Financial Instruments are equal to the carry value of these items.

Accounting Policy

Financial Assets

ARPANSA only holds financial assets that are classified as "receivables". The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. Financial assets are recognised and derecognised upon trade date.

Impairment of Financial Assets

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

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

Financial liabilities

Financial liabilities are classified as either financial liabilities other liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

Other Financial Liabilities

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 5.2B: CREDIT RISK

ARPANSA is exposed to minimal credit risk as financial assets are cash and trade receivables. The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables (2016: \$884,523 and 2015: \$1,003,945). ARPANSA has assessed the risk of the default on payment and has allocated \$15,576 in 2016 (2015: \$17,503) to an impairment allowance account.

ARPANSA has policies and procedures that guide employees' debt recovery techniques that are to be applied when debts are past due.

ARPANSA holds no collateral to mitigate against credit risk.

Credit quality of financial assets not past due or individually determined as impaired

	Not Past Due Nor Impaired 2016 \$	Not Past Due Nor Impaired 2015 \$	Past Due or Impaired 2016 \$	Past Due or Impaired 2015 \$
Cash and cash equivalent	1,210,302	1,510,837	–	–
Receivables for goods and services	730,917	854,185	153,606	149,760
Other financials assets	83,067	47,675	–	–
Total	2,024,286	2,412,697	153,606	149,760

Ageing of financial assets that were past due but not impaired in 2016

	0 to 30 days \$	31 to 60 days \$	61 to 90 days \$	90+ days \$	Total \$
Receivables					
Receivables for goods and services	122,203	15,827	–	–	138,030
Total	122,203	15,827	–	–	138,030

Ageing of financial assets that were past due but not impaired in 2015

	0 to 30 days \$	31 to 60 days \$	61 to 90 days \$	90+ days \$	Total \$
Receivables					
Receivables for goods and services	113,365	7,847	11,045	–	132,257
Total	113,365	7,847	11,045	–	132,257



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 5.2C: LIQUIDITY RISK

ARPANSA's financial liabilities are trade creditors. The majority of ARPANSA's funding is appropriated from the Australian Government. The Agency manages its budgeted funds to ensure it has adequate funds to meet payments as they fall due. In addition, ARPANSA has policies in place to ensure timely payments are made when due and has no past experience of default. ARPANSA does not expect to have difficulty meeting its financial liabilities as and when they become due and payable.

Maturities for non-derivative financial liabilities in 2016

	On demand	within 1 year 2016	1 to 2 years 2016	2 to 5 years 2016	Total 2016
		\$	\$	\$	\$
Trade creditors	–	928,587	–	–	928,587
Total	–	928,587	–	–	928,587

Maturities for non-derivative financial liabilities in 2015

	On demand	within 1 year 2015	1 to 2 years 2015	2 to 5 years 2015	Total 2015
		\$	\$	\$	\$
Trade creditors	–	937,850	–	–	937,850
Total	–	937,850	–	–	937,850

ARPANSA has no derivative financial liabilities in either 2016 or 2015.

NOTE 5.2D: MARKET RISK

Currency Risk

ARPANSA's exposure to "Currency Risk" is minimal as only a small number of contracts are in currencies other than Australian Dollars.

Interest Rate Risk

ARPANSA's financial instruments are not exposed to interest rate risk.

Other Price Risk

ARPANSA's financial instruments are not exposed to other price risk

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 5.3: FAIR VALUE MEASUREMENTS

The following tables provide an analysis of assets and liabilities that are measured at fair value.

The different levels of the fair value hierarchy are defined below.

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

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

Level 3: Unobservable inputs for the asset or liability.

Accounting Policy

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principle market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interest. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Assets and liabilities measured at fair value are classified, into three levels, using a fair value hierarchy that reflects the significance of the inputs used in making the measurements. Classifications are reviewed each reporting date and transfers between levels are determined based on a reassessment of the lowest level input that is significant to the fair value measurement.

For recurring and non-recurring fair value measurements, external valuers may be used when internal expertise is either not available or when the valuation is deemed to be significant. External valuers are selected based on market knowledge and reputation. Where there is a significant change in fair value of an asset or liability from one period to another, an analysis is undertaken, which includes a verification of the major inputs applied in the latest valuation and a comparison, where applicable, with external sources of data.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 5.3A: FAIR VALUE MEASUREMENTS, VALUATION TECHNIQUE AND INPUTS USED

Fair value measurements at the end of the reporting period				For Levels 2 and 3 fair-value measurement	
	2016	2015	Category (Level 2 or Level 3)	Valuation technique(s) ¹	Inputs used
	\$	\$			
Non-financial assets					
Land	7,500,000	7,500,000	Level 2	Market approach	Values based on evidence of comparable sales
Buildings on freehold land	17,100,000	16,816,564	Level 3	Depreciated replacement cost	Values based on estimated construction cost for replacement
Leasehold Improvements	280,863	–	Level 3	Depreciated replacement cost	Replacement cost new assets
Plant and equipment	3,677,618	2,409,296	Level 2	Market approach	Adjusted market transactions Replacement cost new assets
Plant and equipment	3,239,792	3,569,154	Level 3	Depreciated replacement cost	Consumed economic benefit/ obsolescence of asset
Total non-financial assets	31,798,273	30,295,014			

1. No change in valuation technique occurred during the period.

Fair value measurements – highest and best use

ARPANSA's assets are held for operational purposes and not held for the purposes of deriving a profit. The current use of the assets is considered the highest and best use.

Recurring and non-recurring Level 3 fair value measurements – valuation processes

The Agency procured valuation services from Jones Lang LaSalle Advisory Services Pty Ltd in relation to land and buildings at 30 June 2016, and at 30 June 2015.

Recurring Level 3 fair value measurements – sensitivity of inputs

The significant unobservable inputs used in the fair value measurement of the Agency's buildings relate to total and remaining useful life, as these are essentially subjective assessment by the valuers. The significant unobservable inputs in the fair value measurement of the Agency's plant and equipment relate to the consumed economic benefit /obsolescence of the asset. A significant increase (decrease) in this input would result in significantly lower (higher) fair value measurement.

Level 1 and Level 2 Transfers for Recurring Fair Value Measurements

There have been no level 1 or level 2 transfers for recurring fair value measurements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

NOTE 5.3B: RECONCILIATION FOR RECURRING LEVEL 3 FAIR VALUE MEASUREMENTS

Recurring Level 3 fair value measurements – reconciliation for assets

	Non-financial assets							
	Buildings		Leasehold improvements		Plant and equipment		Total	
	2016	2015	2016	2015	2016	2015	2016	2015
	\$	\$	\$	\$	\$	\$	\$	\$
Opening balance	16,816,564	15,482,301	–	–	3,569,154	3,137,458	20,385,718	18,619,759
Purchases	264,840	1,353,515	306,396	–	277,892	1,147,766	849,128	2,501,281
Revaluation	964,987	830,310	–	–	–	–	964,987	830,310
Depreciation	(946,391)	(849,562)	(25,533)	–	(607,255)	(716,070)	(1,579,179)	(1,565,632)
Closing balance	17,100,000	16,816,564	280,863	–	3,239,791	3,569,154	20,620,654	20,385,718



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2016

	Outcome	
	2016	2015
	\$	\$

NOTE 6.1: REPORTING OF OUTCOMES

All ARPANSA's transactions fall within Outcome 1, "The Australian people and the environment are protected from the harmful effects of radiation"

Expenses

Employees	16,186,659	15,752,820
Suppliers	8,199,893	7,037,712
Depreciation and amortisation	2,570,036	2,332,573
Write-down and impairment of assets	565,177	665,723
Foreign exchange loss	306	–
Total Expenses	27,522,071	25,788,828

Own-Source Income

Sales of goods and services	6,708,476	6,162,101
Licence Fees	4,607,286	4,671,536
Other revenue	57,000	56,500
Foreign exchange	–	1,879
Total Own-Source Income	11,372,762	10,892,016
Net cost of outcome delivery	16,149,309	14,896,812

Assets

Cash and cash equivalents	1,210,302	1,510,837
Trade and other receivables	932,522	4,011,480
Other financial assets	83,067	47,675
Land and buildings	24,600,000	24,316,564
Leasehold improvements	280,863	–
Property, plant and equipment	6,917,410	5,978,450
Intangibles	863,731	622,950
Inventories	1,532,976	1,495,537
Other non-financial assets	435,115	403,081
Total Assets	36,855,986	38,386,574

Liabilities

Suppliers	928,587	1,276,994
Other payables	328,642	1,071,017
Employee provisions	4,447,316	4,737,800
Total Liabilities	5,704,545	7,085,811

Net cost shown include intra-government costs that were eliminated in calculating the actual Budget Outcome.



PART 6
APPENDICES



Appendix 1

ARPANSA LICENSING ACTIVITIES

DETAILS OF ANY BREACH OF LICENCE CONDITIONS BY A LICENSEE DURING THE FINANCIAL YEAR OF WHICH THE CEO IS AWARE

Breaches with significant safety implications

During the year, the CEO was not made aware of any breaches with significant safety implications.

Breaches with no or minor safety implications

During the year, the CEO was made aware of six breaches with no or minor safety implications.

- A licence holder failed to inform ARPANSA within the appropriate timeline of a change to its organisational structure
- A licence holder exceeded its activity holding limit
- A licence holder failed to have its security plan endorsed by an accredited assessor. This occurred at two separate facilities operated by the same licence holder resulting in two non-compliances
- A licence holder did not conduct a risk assessment for controlled apparatus
- A licence holder failed to undertake compliance testing of an X-ray unit at the correct frequency.

In all cases appropriate corrective actions were undertaken by the licence holder.

DETAILS OF ANY IMPROVEMENT NOTICES OR DIRECTIONS ISSUED DURING THE YEAR

There were no improvement notices or directions issued under section 80A and 41 of the ARPANS Act.

FACILITY LICENCES AS AT 30 JUNE 2016

Commonwealth entity	Licences held
Australian Nuclear Science and Technology Organisation	22
Department of Immigration and Border Protection	5
Australian Defence Force / Department of Defence	5
Australian Radiation Protection and Nuclear Safety Agency	1
Australian National University	3
Department of the Environment – Parks Australia	1
Total	37



SOURCE LICENCES AS AT 30 JUNE 2016

Commonwealth entity	Licences held
Australian National University Enterprise Pty Ltd	1
ASC Pty Ltd	1
Attorney-General's Department	1
Australian Transaction Reports and Analysis Centre	1
Australian Crime Commission	1
Australian Defence Force /Department of Defence	1
Australian Federal Police	1
Australian Institute of Marine Science	1
Australian National University	1
Australian Nuclear Science and Technology Organisation	3
Australian Postal Corporation	1
Australian Radiation Protection and Nuclear Safety Agency	2
Australian Securities and Investments Commission	1
Australian Sports Commission	1
Australian Trade Commission	1
Australian War Memorial	1
Bureau of Meteorology – Cape Grim	1
Commonwealth Scientific and Industrial Research Organisation	9

SOURCE LICENCES AS AT 30 JUNE 2016 CONTINUED

Commonwealth entity	Licences held
Decipha Pty Ltd	1
Department of Agriculture and Water Resources	1
Department of Foreign Affairs and Trade	1
Department of Immigration and Border Protection	3
Department of Infrastructure and Regional Development	1
Department of Industry, Innovation and Science – National Measurement Institute	1
Department of Industry, Innovation and Science	1
Department of Industry, Innovation and Science – Geoscience Australia	1
Department of Industry, Innovation and Science – Geodesy and Seismic Monitoring Branch, Geoscience Australia	1
Department of Parliamentary Services	1
Department of the Prime Minister and Cabinet	1
Department of Regional Australia, Regional Development and Local Government – Indian Ocean Territories Health Service	1
Department of the Environment – Australian Antarctic Division	1
Department of the Environment – Australian Antarctic Division, Polar Medicine	1
Department of the Environment – Supervising Scientist	1
Family Court of Australia	1
Federal Court of Australia	1
High Court of Australia	1
Law Courts Limited	1



Commonwealth entity	Licences held
National Archives of Australia	1
National Gallery of Australia	1
National Museum of Australia	1
Note Printing Australia	1
Reserve Bank of Australia	1
Royal Australian Mint	1
Silex Systems Ltd	1
Total number of licences	57

Appendix 2

OPERATIONS OF THE RADIATION HEALTH AND SAFETY ADVISORY COUNCIL AND COMMITTEES

OPERATIONS OF THE RADIATION HEALTH AND SAFETY ADVISORY COUNCIL

During 2015-16, the Radiation Health and Safety Advisory Council (the Council) met on four occasions. Summaries of the meetings can be found at: www.arpansa.gov.au/AboutUs/Committees/rhsacmt.cfm.

Membership of the Council:

The membership of the Council for the period July 2015 – June 2016 was:

- **Chair**
Dr Roger Allison (QLD), Executive Director Cancer Care Services, Royal Brisbane and Women's Hospital
- **CEO of ARPANSA**
Dr Carl-Magnus Larsson (Commonwealth)
- **Radiation Control Officers:**
 - Mr Keith Baldry (SA), Director, Regulation and Compliance, SA Environment Protection Authority
 - Mr Simon Critchley (QLD), Director, Radiation Health, Queensland Health
- **Nominee of the Chief Minister of NT**
Dr Stephen Skov (NT), Community Physician, Centre for Disease Control, Department of Health of the NT
- **Person to represent the interests of the general public**
Ms Geraldine Robertson (ACT), an experienced consumer advocate with a working knowledge of the consumer-related radiation protection issues addressed by the Council

- **Other Members:**

- Mr Niall Byrne (VIC), Creative Director of Science in Public
- Dr Jane Canestra (VIC), Medical practitioner and emergency physician with expertise in the health aspects of radiological emergencies
- Professor Adele Green (QLD), Head, Cancer and Population Studies Group, Queensland Institute of Medical Research
- Mr Frank Harris (QLD), Chief Adviser Radiation Governance and Product Stewardship, Rio Tinto Uranium
- Ms Melissa Holzberger (QLD), Director and Principal – Sloan Holzberger Lawyers
- Professor Pamela Sykes (SA), Professor Preventive Cancer Biology, Flinders University
- Dr Melanie Taylor (NSW), Senior Lecturer Organisational Psychology, Macquarie University

During 2015-16, Council considered and discussed:

- ARPANSA's current activities in relation to non-ionising radiation research, services and advice, and on emerging issues in this area. Members noted that Australia is a world-leader in skin cancer prevention programs, that investment in these programs is led by Cancer Councils, and that innovation is essential to ensure that the sun protection message remains fresh and effective.
- ARPANSA's regulatory and advisory roles in the National Radioactive Waste Management Facility (NRWMF) project and the importance of good communication with the public as the project progresses, including communities along transport routes. Members reiterated the importance of ensuring that ARPANSA is, and is perceived to be, independent from the Department of Industry, Innovation and Science in relation to the NRWMF project.



- The International Atomic Energy Agency (IAEA) requirement to develop reference levels for existing and emergency exposure situations. Members discussed the importance of evidence-based decision making for emergency planning, with considerations to include scientific, social and economic factors. It was noted that optimisation of radiation can still occur below the selected reference levels.
- The work that has been undertaken within ARPANSA in preparation for an Integrated Regulatory Review Service mission coordinated by the IAEA to be held in Australia in 2018. Council strongly supported the proposed participation of a number of state and territory regulators in selected modules of the review mission.
- The challenges associated with raising awareness of guidelines for medical practitioners to use when requesting medical imaging procedures. It was noted that while a number of guidelines exist their update has been variable.

Members also met with Professor Chris Baggoley, Chief Medical Officer. Professor Baggoley provided an overview of his work and highlighted a number of topics of mutual interest, including the challenges associated with adequately and proactively addressing the concerns of the community and affected individuals in cases where the perceived risk and experienced health effects/symptoms from radiation exposure is higher than the scientifically established estimate of actual risk. The gap is generally largest for exposures to low doses and low dose rates of both ionising and non-ionising radiation.

OPERATIONS OF THE RADIATION HEALTH COMMITTEE

During 2015-16, the Radiation Health Committee (RHC) met on three occasions. The meeting minutes are available at: www.arpansa.gov.au/AboutUs/Committees/rhc.cfm.

The RHC is appointed on a three year term, which commenced on 1 January 2015. The chair and members for the 2015-17 triennium are:

- **Chair**
Dr Roslyn Drummond (VIC), Deputy Director of Radiation Oncology and Cancer Imaging, Peter MacCallum Cancer Centre
- **CEO of ARPANSA**
Dr Carl-Magnus Larsson (Commonwealth)
- **Radiation Control Officers** (each state and territory):
 - Mr Nehal Ahmed (NT), Manager Radiation Protection, Department of Health
 - Mr Keith Baldry (SA), Director, Regulation and Compliance, SA Environment Protection Authority
 - Mr Ross Bevan (ACT), Manager Radiation Safety, Health Protection Service, ACT Health
 - Associate Professor Brad Cassels (VIC), Expert Advisor Radiation, Department of Health and Human Services
 - Mr Simon Critchley (QLD), Director, Radiation Health, Queensland Health
 - Mr Leif Dahlskog (WA), Radiation Control Officer, Radiation Health Unit, Department of Health
 - Mr Stephen Newbury (TAS), Senior Health Physicist, Department of Health and Human Services
 - Mr Len Potapof (NSW), Manager Radiation Regulation Unit, NSW Environment Protection Authority

- **Nuclear Safety Committee representative**
Mr Robert Lyon (QLD), nuclear safety expert, formerly with AECL (Canada) and the IAEA.
- **Person to represent the interests of the general public**
Dr Peter Karamoskos (VIC), radiologist and nuclear medicine specialist
- **Other members**
Dr Bruce Hocking, consulting specialist in occupational medicine.

During 2015-16, the committee considered and discussed:

Matters of Public Interest

Items of public interest reported to the committee included issues on community feedback on the siting process for the National Radioactive Waste Management Facility (NRWMF) being undertaken by the Department of Industry, Innovation and Science, and the use of Dual-energy X-ray absorptiometry (DEXA) scans in the fitness and lifestyle industry.

The committee was briefed on a meeting with the traditional owners of the land surrounding the proposed NRWMF site. The nominated site is freehold, however there is native title on the bordering properties and the traditional owners have expressed their opposition to the location of the NRWMF at the proposed site for a number of reasons. The committee noted the concerns, but concluded that they were largely for the DIIS to consider. The committee noted possible public confusion over the distinction between some South Australian Nuclear Fuel Cycle Royal Commission recommendations and the NRWMF process.

The committee discussed the use of DEXA scans in the fitness and lifestyle industry and noted that whilst doses are low, the public may be unaware of the radiation exposure. The committee does not support the use of DEXA for non-medical purposes, and a statement to this effect was provided for the ARPANSA website.

Integrated Regulatory Review Service (IRRS) mission

Members noted that the ARPANSA initiated 2018 IRRS mission to Australia has been confirmed by the International Atomic Energy Agency (IAEA), and ARPANSA is liaising with interested jurisdictions on their involvement. Confirmation of participation was received from South Australia, Tasmania and the Northern Territory.

Development of Regulatory Codes and Standards

Policy agreement to use International Standards to replace the Radiation Health Series and selected Radiation Protection Series (RPS) publications was a major achievement of the work of the RHC during the year. International standards for radiation protection and nuclear safety in the area of ionising radiation are commonly those published by the IAEA, while that for non-ionising radiation are typically published by the International Commission on Non-Ionizing Radiation Protection.

Under this policy, regulators should not impose additional requirements in Australia, unless it can be demonstrated that there is a good reason to do so. The policy aims to avoid duplication, promote efficiency and uniformity, and eschew unnecessary regulatory burden through greater acceptance of proven international standards. Early involvement in the development and review of international documents was seen as essential to ensure that Australian interests are taken into account.

During the year the committee agreed to the proposed amendment of Schedule 5 of RPS3 (Maximum Exposure Levels to Radiofrequency Fields), publication of a new RPS Guide for Radiation Protection of the Environment (RPS G-1), while NDRP Amendment 7 on user disposal was forwarded to the COAG Health Council for out-of-session approval.



At the end of the period the committee was working on updating regulatory controls in five areas of radiation protection which, subject to the agreement of the Office of Best Practice Regulation, would typically require publication of new or updated codes and standards. Revised project proposals were approved for regulatory advice in existing exposure situations and emergency exposure situations, while work on updating codes in the area of planned exposure situations (to replace RPS1) and medical exposure situations (to replace RPS14) is drawing to a close. A fulsome analysis of the 447 pages of comments received on the proposals to control intense pulsed light and laser use in the cosmetics industry is still to be completed, with many of the issues raised being wider than the radiation protection issues typically of concern to the RHC.

Australian Radiation Incident Register

An overview of the 2014 incident reports to the Australian Radiation Incident Register was tabled, which although showing variations in reporting levels between jurisdictions, indicated generally improved reporting levels with the numbers of incident reports increasing by 200 per cent in the past three years. This is in all likelihood a reflection of improved reporting, not an increase in the number of incidents. The improved reporting allows for more effective analysis of incident trends and offers a more valuable source of information that can be used to promote best practices.

OPERATIONS OF THE NUCLEAR SAFETY COMMITTEE

During 2015-16, the Nuclear Safety Committee (NSC) met on three occasions. Summaries of the meetings can be found on the ARPANSA website at www.arpansa.gov.au/AboutUs/Committees/nscmt.cfm.

The NSC is appointed on a three year term ending December 2017.

The chair and members for the 2015-17 triennium are:

- **Chair**
Dr Tamie Weaver (VIC), Technical Director – Hydrogeology, environmental resources management consultancy
- **CEO of ARPANSA**
Dr Carl-Magnus Larsson (Commonwealth)
- **Radiation Health Committee representative (RHC)**
Dr Barbara Shields (TAS) Senior Health Physicist, Department of Health and Human Services. Dr Shields retired from the committee after the October meeting. Mr Peter Karamoskos, now represents the RHC.
- **Local Government representative**
Mr Ian Drinnan (NSW) Principal Environmental Scientist, Sutherland Shire Council
- **Person to represent the interests of the general public**
Mr Christopher Tola (NSW) Grants Officer, local government authority

- **Other members:**

- Ms Kerrie Christian (NSW), metallurgist with background in governance, safety and reliability
- Mr Tony Irwin (NSW), engineer with experience in nuclear power and research reactor operations; commissioning; training and regulatory interaction
- Dr Rob Lee (ACT), human factors, systems safety and risk management expert with experience of aviation and other high technology industries
- Mr Robert Lyon (QLD), nuclear safety expert, formerly with AECL and the IAEA
- Mr Don Macnab (NSW), former Director, Regulatory and Policy Branch, ARPANSA
- Mr Peter Wilkinson (ACT), consultant in safety management and safety culture in hazardous industries
- Mr Peter Karamoskos (VIC), practicing radiologist and nuclear medicine specialist.

During 2015-16, the committee considered and discussed:

- Amendment of the *Australian Radiation Protection and Nuclear Safety Act 1998* which came into force on 8 October 2015.
- The South Australian Government Nuclear Fuel Cycle Royal Commission. The committee discussed the Royal Commission, its deliberations and recommendations. In particular, the potential implications to the regulation of nuclear safety in Australia and evidence provided to the commission by ARPANSA's staff and NSC members was discussed. The committee provided the CEO with a letter of advice with their recommendations for regulation of an expanded nuclear industry, should a government be minded to allow or promote nuclear facilities currently not in operation in Australia.
- The progress towards the establishment of a National Radioactive Waste Management Facility (NRWMF) and the shortlisting of sites for the facility. Members provided feedback on the ARPANSA stakeholder engagement strategy and action plan for the NRWMF. The committee considers that ARPANSA can benefit from the experience of other industries that have faced challenges around communication of risk. The committee has undertaken to write to the CEO of ARPANSA outlining concerns regarding the resourcing of the communication strategy for the NRWMF.
- International Standards. ARPANSA has implemented a project to systematically update its suite of nuclear and radiological safety guidance with international standards.
- Updates on operational aspects of controlled facilities within Australia. This included applications for a small increase in power of the ANSTO OPAL reactor and increases to the production capability of the medical radioisotope molybdenum-99 at the reactor and associated ANSTO Health facilities. The licensing and construction of a new ANSTO Nuclear Medicine production facility was also discussed.
- The ongoing implementation of a new regulatory delivery model and inspection program which was initiated in March 2015. The committee requested and was provided regular analysis of the performance of the inspection program and its findings.
- The plans for ARPANSA's first annual self-assessment of its regulatory performance which is a requirement of the Government Regulator Performance Framework. The committee concluded that whilst the assessment is ARPANSA driven, the use of external resources was considered appropriate as it is a first of a kind project.
- International Engagement. The committee was also provided information on nuclear safety matters that ARPANSA is involved with through international engagement.

PART 7
INDEX



Abbreviations

ACDS	Australian Clinical Dosimetry Service
ANAO	Australian National Audit Office
ANRDR	Australian National Radiation Dose Register
ANSTO	Australian Nuclear Science and Technology Organisation
APS	Australian Public Service
ARGOS	Accident Reporting and Guidance Operating System
ARPANSA	Australian Radiation Protection and Nuclear Safety Agency
CEO	Chief Executive Officer
CPRs	Commonwealth Procurement Rules
CSIRO	Commonwealth Scientific and Industrial Research Organisation
CT	computed tomography
CTBT	Comprehensive Nuclear-Test-Ban Treaty
DCB	departmental capital budgets
DEXA	dual-energy X-ray absorptiometry
DRLs	diagnostic reference levels
EA	Enterprise Agreement
EPR	emergency preparedness and response
FOI	Freedom of Information
IAEA	International Atomic Energy Agency
IPL	intense pulsed light
IRRS	Integrated Regulatory Review Service (IAEA)
KPIs	key performance indicators
NATA	National Association of Testing Authorities
NDRP	National Directory for Radiation Protection
NRWMF	National Radioactive Waste Management Facility
NSC	Nuclear Safety Committee
OCEO	Office of the Chief Executive Officer
OPAL	Open Pool Australian Lightwater reactor
PAES	portfolio additional estimates statements
PBS	portfolio budget statement
PGPA Act	<i>Public Governance, Performance and Accountability Act 2013</i>
PGR	Parliamentary and Government Relations
PRMS	Personal Radiation Monitoring Service
RANET	ARPANSA's Response and Assistance Network
RHC	Radiation Health Committee
RHSAC	Radiation Health and Safety Advisory Council
RPS	Radiation Protection Series
SES	Senior Executive Service
SMC	Strategic Management Committee
SME	small and medium enterprises
UPF	Ultraviolet Protection Factor
UVR	ultraviolet radiation
WHS	work health and safety



Glossary

accident

An unintended event which causes, or has the potential to cause, employees or members of the public to be exposed to radiation from which the individual doses or collective doses received do not lie within the range of variation which is acceptable for normal operation. An accident may result from human error, equipment failure or other mishap; it may require emergency action to save life or to safeguard health, property or the environment; it requires investigation of its causes and consequences and, possibly, corrective action within the program for control of radiation; and it may require remedial action to mitigate its consequences.

activity

The measure of quantity of radioactive decay.

Australian National Radiation Dose Register

A centralised repository for the radiation dose records of workers as supplied by the employers, maintained by ARPANSA. It is currently limited to those engaged in the uranium mining and milling industry in Australia.

computed tomography (CT)

A three dimensional x-ray image of an object or patient. The final image is a combination of multiple images taken as an x-ray tube rotates about the object or patient.

controlled apparatus – as defined in the ARPANS Act

- (a) An apparatus that produces ionising radiation when energised or that would, if assembled or repaired, be capable of producing ionising radiation when energised,
- (b) An apparatus that produces ionising radiation because it contains radioactive material, or
- (c) An apparatus prescribed by the Regulations that produces harmful non-ionising radiation when energised.

diagnostic reference levels (DRLs)

Dose levels for medical exposures in medical radio-diagnostic practices, or levels of activity in the case of radiopharmaceuticals, applied to groups of standard-sized patients or standard phantoms for common types of diagnostic examination and broadly defined types of equipment. These levels are expected not to be consistently exceeded for standard procedures when good and normal practice regarding diagnostic and technical performance is applied. DRLs will be set by relevant professional bodies and published by ARPANSA or the relevant regulatory authority from time to time.

dose

A generic term which may mean absorbed dose, equivalent dose or effective dose depending on context.

dosimetry

The theory and application of the principles and techniques involved in the measurement, calculation and recording of radiation doses.

exposure

The circumstance of being exposed to radiation.

gamma ray

Ionising electromagnetic radiation emitted by a radionuclide during radioactive decay or during a nuclear (isomeric) transition.

incident

An event which causes, or has the potential to cause, abnormal exposure of employees or of members of the public and which requires investigation of its causes and consequences and may require corrective action within the program for control of radiation, but which is not of such scale as to be classified as an accident.

Integrated Regulatory Review Service (IRRS)

A peer review and appraisal service offered by the IAEA to strengthen and enhance the effectiveness of a national regulatory system in nuclear, radiation, radioactive waste, transport safety and nuclear security.

Intense Pulsed Light Devices (IPLs)

Instruments that use a full spectrum (noncoherent), non-laser, broadband, filtered Xenon flash lamps. Flash lamps emit in the UVR, visible and IR region of the electromagnetic spectrum. The UVR and IR wavelength components of the emissions are blocked using specific cut-off filters. These properties allow for variability in selecting individual treatment parameters and adapting to different skin types. Cosmetic uses of IPLs include hair removal, removal of skin pigmentation, wrinkles and the treatment of certain skin disorders by dermatologists.

ionisation

The process by which one or more electrons are removed from, or sometimes added to, an atom leaving the atom in a charged state.

ionising radiation

Radiation which is capable of causing ionisation.

licence

A written authorisation issued to an operator which allows the operator to carry out an operation legally.

medical exposure

Exposure of a person to radiation received as a patient undergoing medical diagnosis or therapy, or as a volunteer in medical research, or non-occupational exposure received as a consequence of assisting an exposed patient.

non-ionising radiation

Ranges from extremely low frequency radiation, through the radiofrequency, microwave, and visible portions of the spectrum into the ultraviolet range.

occupational exposure

Exposure of a person to radiation which occurs in the course of that person's work and excludes the component of exposure that arises from natural background radiation.

optimisation

The process of determining what level of radiation protection and safety makes exposures, and the probability and magnitude of potential exposures, as low as reasonably achievable with economic and societal factors being taken into account.

public exposure

Exposure of a person, or persons, to radiation which is neither occupational nor medical exposure.

radiation

Electromagnetic waves or quanta, and atomic or sub-atomic particles, propagated through space or through a material medium.

radioactive material

Material which spontaneously emits ionising radiation as a consequence of radioactive decay.

radiofrequency

Electromagnetic energy with frequencies in the range 3 kHz to 300 GHz.

radiofrequency field

A physical field, which specifies the electric and magnetic states of a medium or free space, quantified by vectors representing the electric field strength and the magnetic field strength.

radiological emergency

An emergency in which there is, or is perceived to be, a hazard due to:

- (a) the energy resulting from a nuclear chain reaction or from the decay of the products of a chain reaction, or
- (b) radiation exposure.

radionuclide

A species of atomic nucleus which undergoes radioactive decay.

X-ray

Ionising electromagnetic radiation emitted during the transition of an atomic electron to a lower energy state or during the rapid deceleration of a charged particle.



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