



Victorian Environmental Assessment Council
ANNUAL REPORT 2010-2011

40 year anniversary



Victorian Environmental Assessment Council

ANNUAL REPORT 2010-2011

This report outlines the activities of the
Victorian Environmental Assessment Council
for the period 1 July 2010 to 30 June 2011.

Mr Ryan Smith MP
Minister for Environment and Climate Change
Parliament House
Melbourne 3002

Dear Minister

In accordance with the requirements of Section 14(1) of the *Victorian Environmental Assessment Council Act 2001*, the Victorian Environmental Assessment Council is pleased to submit to you its tenth Annual Report, covering our activities for the period 1 July 2010 to 30 June 2011.



DUNCAN MALCOLM
Chairperson
Victorian Environmental Assessment Council
30 July 2011

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VICTORIAN ENVIRONMENTAL ASSESSMENT COUNCIL

OUR PURPOSE

The Victorian Environmental Assessment Council was established under Section 4 of the Victorian Environmental Assessment Council Act 2001 (the VEAC Act) to provide independent and strategic advice to the Victorian Government on matters relating to the protection and ecologically sustainable management of the environment and natural resources of Victoria's public land (refer to Section 5 of the VEAC Act).

OUR VALUES

Our organisational values reflect our attitude to the public land estate, our community and our environment. The Council:

- seek to understand and meet community needs from public land
- are committed to excellence and continuous improvement
- value ethical, accountable, transparent and responsible behaviour
- encourage public consultation and input into VEAC's investigative processes.

OUR FUNCTIONS

The Council:

- carry out investigations that are requested by the Minister on matters relating to the protection and ecologically sustainable management of the environment and natural resources of public land
- carry out any other functions that are conferred on the Council by the VEAC Act or any other Act (refer to Section 6 of the VEAC Act).

In carrying out investigations and making recommendations the Council are required to have regard to:

- the principles of ecologically sustainable development
- the need to conserve and protect biological diversity
- the need to conserve and protect any areas which have ecological, natural, landscape or cultural interest or significance, recreational value or geological or geomorphological significance
- the need to provide for the creation and preservation of a comprehensive, adequate and representative system of parks and reserves within the State of Victoria
- the existence of any international treaty ratified by the Commonwealth of Australia which is relevant to the investigation
- any agreement at a national, inter-state or local government level into which the Government of Victoria has entered, or under which the Government of Victoria has undertaken any obligation in conjunction with the Commonwealth, a State, Territory, or municipal council, which relates to the subject matter of the investigation
- the potential environmental, social and economic consequences of implementing the proposed recommendations
- any existing or proposed use of the environment or natural resources.

Powers held by the Council include the ability to appoint committees and, with the consent of the relevant Minister, make use of the services of any person employed in the Department of Sustainability and Environment (refer to Section 7 of the VEAC Act).

A website containing general information about the Council's role, operation and current and past investigations is available at www.veac.vic.gov.au. The site also contains links to past investigations and studies conducted by the Environment Conservation Council (ECC) and the Land Conservation Council (LCC).

COUNCIL MEMBERSHIP

Members of the Victorian Environmental Assessment Council are appointed under the provisions of the *Victorian Environmental Assessment Council Act 2001*. Current members are Mr Duncan Malcolm AM (Chairperson), Mr Barry Clugston, Mr Ian Harris, Mr Ian Munro PSM and Dr Airlie Worrall. All members were appointed on 5 May 2009 for three years.

Brief biographies of current Council members follow:



(L-R) Mr Duncan Malcolm AM, Mr Barry Clugston, Mr Ian Harris, Mr Ian Munro PSM, Dr Airlie Worrall

Mr Duncan Malcolm AM (Chairperson)

Duncan Malcolm is a former dairy farmer and horticulturalist from east Gippsland, with extensive experience in natural resource management, particularly in the water sector and in coastal management. He has chaired many natural resource management bodies including the Gippsland Coastal Board, Lakes and Wilderness Tourism, Watermark Inc., the Irrigation Association of Australia Ltd and the East Gippsland Catchment Management Authority. Duncan is a former Deputy Chair of the Monash University Gippsland Advisory Council, and is currently a board member of Gippsland Water and a trustee of the Australian Landscape Trust. He has been a VEAC member since 2002 and Chairperson since 2004.

Mr Barry Clugston

Barry Clugston is a farmer from Stawell in western Victoria, with extensive experience as a land manager with farms and natural ecosystems, particularly relating to biodiversity, salinity and Landcare. Barry is chairman of Grampians Wimmera Mallee Water Corporation and a former board member of the Wimmera Catchment Management Authority and Wimmera Leadership. He is an exhibiting artist and heavily involved in community affairs. Barry is a naturalist who for many years presented a regular wildlife program on ABC radio.

Mr Ian Harris

Ian Harris has had over 30 years experience in the planning and management of land for public use and conservation at both state and local government levels. He has been responsible for on-ground land management in regional Victoria and urban Melbourne as well as statewide policy development and program implementation for national parks and flora and fauna protection. He has been manager responsible for the City of Melbourne parks, convener of the National Parks Advisory Council and board member of the Australian and New Zealand Parks Forum. He is currently a sessional panel member with Planning Panels Victoria.

Mr Ian Munro PSM

Ian Munro is a consultant for the Department of Business and Innovation, a board member of the Growth Areas Authority and the former Deputy Secretary and CEO, Invest Assist for the Department of Innovation, Industry and Regional Development. He has a comprehensive knowledge of government across areas including regional development, infrastructure, technology, the environment, and has chaired or been a member of numerous government expert committees and policy review committees.

Dr Airlie Worrall

Airlie Worrall is a policy analyst by profession. She specialises in rural economic and community policy development. Airlie trained at Melbourne University, researching 19th century land reform movements and the Victorian wool textiles industry. She has been an academic and an industrial heritage consultant, serving on the National Trust and the Victorian Historic Buildings Council classifications committees. As a policy analyst, she has worked in the Victorian food, textile, wool processing and timber harvesting industries.

MINISTERIAL RESPONSIBILITY

Mr Ryan Smith MP, Minister for Environment and Climate Change, was the Minister responsible for administering the *Victorian Environmental Assessment Council Act 2001* from 2 December 2010 to 30 June 2011. Mr Gavin Jennings MLC was the responsible Minister for the period of 1 July 2010 to 1 December 2010.

COUNCIL ACTIVITIES

The Council met formally eleven times during the 2010–2011 financial year. In addition, in relation to the Remnant Native Vegetation Investigation, members met with the Scientific Advisory Committee, attended regional workshops, Community Reference Group meetings and provided briefings to Members of Parliament. In relation to the Metropolitan Melbourne Investigation, members attended key stakeholder, local council and community briefings, and met with the Community Reference Group.

Council members' attendance at Council meetings from 1 July 2010 to 30 June 2011

Name	Attendance (number of meetings)
Duncan Malcolm	11 of 11
Barry Clugston	11 of 11
Ian Harris	10 of 11
Ian Munro	11 of 11
Airlie Worrall	11 of 11

REMNANT NATIVE VEGETATION INVESTIGATION

The Remnant Native Vegetation Investigation concluded on 31 March 2011 when the final report was submitted to the Minister for Environment and Climate Change. In accordance with the Victorian Environmental Assessment Council Act 2001, the final report was made publicly available on 7 April 2011 and tabled in both Houses of Parliament on 24 May 2011.

The investigation commenced in July 2008 when VEAC received the terms of reference shown in the box [to the right]. In accordance with the terms of reference, the investigation focused on assessment and opportunities to achieve improved ecological connectivity across the 79 percent of Victoria outside largely intact landscapes.

In total, 194 written submissions were received throughout the investigation: 74 submissions in response to the notice of investigation and 120 submissions in response to the discussion paper.

The work program for the 2010-2011 year included:

- a sixty day period of public consultation following the publication of the discussion paper for the investigation on 28 June 2010 – including eight workshops (see below) and many presentations to stakeholders
- analysis of information and views provided by stakeholders through the public consultation process
- synthesis of recommendations for the final report, incorporating input from stakeholders, advisory groups, scientific analyses, and policy and action plans
- preparing material for the final report and finalising publication
- briefings as requested to Government and stakeholders in interpreting the final report.

A Community Reference Group and a Scientific Advisory Committee were set up in the early stages of the investigation and provided invaluable assistance to Council over the course of the investigation, both in formal meetings of the groups and on an informal basis where necessary. Both groups met twice during 2010-2011.

In addition, with the assistance of the Community Reference Group, workshops were held at eight locations in July and August 2010 as part of the public consultation following publication of the discussion paper: Benalla, Bendigo, Dandenong, Hamilton, Horsham, Melbourne, Mildura and Traralgon.

Expenditure, including salaries and on-costs, for the Remnant Native Vegetation Investigation for the 2010–2011 financial year was \$402,677.

The Terms of Reference for the Remnant Native Vegetation Investigation are contained in the following box:

TERMS OF REFERENCE

Pursuant to section 15 of the *Victorian Environmental Assessment Council Act 2001* the Minister for Environment and Climate Change hereby requests the Council to carry out an investigation of remnant native vegetation on Crown land and public authority land outside of largely-intact landscapes* across Victoria to identify opportunities for ecological linkages.

The purposes of the investigation are to:

- a identify and evaluate the condition, values, resources and uses of these areas of remnant native vegetation and associated fauna outside largely intact landscapes;
- b assess these areas for their connectivity and contribution to sustainable landscapes in relation to climate change;
- c report on the contribution of these areas of remnant native vegetation to biodiversity conservation, recreation activities, community uses, commercial opportunities, services and utilities in the context of improving connectivity with largely-intact landscapes and freehold land; and
- d report on opportunities for management to achieve improved ecological connectivity.

In addition to the considerations specified in Section 18 of the VEAC Act, the Council must also take into consideration relevant State Government policies, programs, strategies and Ministerial Statements, and relevant regional programs, strategies and plans.

The Council is required to consult the community in accordance with the VEAC Act, to release a Discussion Paper, and to submit a Final Report on the results of its investigation. The Final Report must be submitted by March 2011**.

* Largely-intact landscapes have been defined for the purposes of Net Gain Accounting for the Native Vegetation Management Framework as 'contiguous areas of native vegetation greater than 20,000 ha, with high Landscape Context scores and Site Condition scores that are high (or if scores are not high, this is primarily due to natural or semi-natural disturbances)'

** Originally March 2010.

METROPOLITAN MELBOURNE INVESTIGATION

The Metropolitan Melbourne Investigation began in July 2008, following a formal request to VEAC from the Minister for Environment and Climate Change. The investigation area comprises public land within 29 municipalities of metropolitan Melbourne. The terms of reference for the investigation are shown in the box to the right.

In April 2011, the Minister extended the completion date for the investigation for two months to 1 August 2011.

In total, 313 written submissions have been received throughout the investigation: 123 submissions in response to the notice of investigation and 190 submissions in response to the discussion paper.

The work program for the 2010-2011 year included:

- preparing the Metropolitan Melbourne Investigation Discussion Paper, which was released for public comment in October 2010
- conducting meetings with the public, local council staff and public authorities and other stakeholders following the release of the discussion paper
- engaging with public authorities on their public land holdings and a range of issues relevant to the investigation
- analysing submissions received in response to the discussion paper
- updating the public land and open space databases for the investigation area
- preparing material for the Metropolitan Melbourne Investigation Final Report, which is to be submitted to the Minister for Environment and Climate Change and publicly released in August 2011.

The Community Reference Group for the investigation met once during 2010-2011.

Expenditure, including salaries and on-costs, for the Metropolitan Melbourne Investigation for the 2010-2011 financial year was \$869,024.

TERMS OF REFERENCE

Pursuant to section 15 of the Victorian Environmental Assessment Council Act 2001 the Minister for Environment and Climate Change hereby requests the Council to carry out an investigation of Crown land and public authority land in the cities constituting metropolitan Melbourne*, and the Shire of Cardinia.

The purposes of the metropolitan Melbourne investigation are to:

- a systematically identify and assess the uses, resources, condition, values and management of Crown land, and public authority land in metropolitan Melbourne;
- b assess values of Crown land, and public authority land for areas not committed to a specific use, and report on appropriate future uses relevant to Melbourne's liveability and natural values; and
- c report on the contribution of Crown land, and public authority land to Melbourne's liveability and opportunities for enhancement of this contribution.

In addition to the considerations specified in section 18 of the VEAC Act, the Council would need to take into account the following matters:

- relevant State Government policies, programs, strategies and Ministerial Statements relating to the use of open space in Melbourne, including Melbourne 2030 and Planning for all of Melbourne and Linking People & Spaces;
- public authority plans and strategies such as the Port Phillip Catchment Management Authority Regional Catchment Strategy and Native Vegetation Plan; and
- land required by transport and other utilities for their functions and appropriate access for social, recreational and community activities.

The Council is required to consult with the community in accordance with the VEAC Act, to release a Discussion Paper, and to submit a Final Report on the results of its investigation.

The Final Report must be submitted by 1 August 2011**.

* Cities of Banyule, Bayside, Boroondara, Brimbank, Casey, Dandenong, Darebin, Frankston, Glen Eira, Hobsons Bay, Hume, Kingston, Knox, Manningham, Maribyrnong, Maroondah, Melbourne, Melton, Monash, Moonee Valley, Moreland, Nillumbik, Port Phillip, Stonnington, Whitehorse, Whittlesea, Wyndham, Yarra, Melbourne Docklands

** Originally May 2010

40 YEARS

1 April 2011 marked 40 years since the first meeting of VEAC's predecessor, the Land Conservation Council (LCC). On 31 March 2011 Minister Ryan Smith joined VEAC Chairperson Duncan Malcolm to celebrate the anniversary with former ministers, chairs, council members, staff, and representatives from community, science, public service and industry.

The Land Conservation Council was established by the Bolte government in 1971 to provide advice on public land use. At the first meeting of the Council on 1 April 1971 Minister Bill Borthwick told the new councillors to make their recommendations on the use of public land "as if for a thousand years". One of the 12 council members from that first meeting, Dr David Wishart, then Director of Agriculture, was an honoured guest at the celebration this year.

Former and current Chairs and Victoria's Commissioner for Environmental Sustainability Prof Kate Auty reflected on an organisation that has had a profound effect on the way Victorians perceive and use public land, literally changing the map of Victoria. "The Land Conservation Council and its successors the Environment Conservation Council and the Victorian Environmental Assessment Council have transformed the manner in which Victoria manages its public land and natural resources," the Minister said. "The model pioneered by the Land Conservation Council meant the use of public land was not decided in an ad hoc manner but reviewed systematically on the basis of comprehensive information and public input. This process has seen our state lead the way in public land use planning in Australia."

The Minister also highlighted the impetus that the LCC studies and investigations provided for flora and fauna work in Victoria from the 1970s onwards. The surveys conducted for the LCC by scientists based at the Museum, the Herbarium and the Arthur Rylah Institute were an enormous boost to the flora and fauna databases for this state, he said.

As a tribute to the vision of Bill Borthwick, Australia's first Minister for Conservation, VEAC has established the Bill Borthwick Student Scholarships. These scholarships are intended to assist with some of the costs of research for students undertaking Honours, Masters or PhD research projects relating to public land in Victoria in the fields of natural sciences, humanities and social sciences, economics or politics. Applications for the first round will be advertised later in 2011.

OTHER ACTIVITIES

Public land use records management and large-scale mapping

VEAC and the former ECC and LCC have completed 37 investigations over 40 years. Those Government-accepted recommendations of VEAC and its predecessors provide a framework for use and management of almost all public land across Victoria. Recommendations from these investigations have largely applied a consistent set of public land use categories, as appropriate to each investigation area, and evolved over time. DSE, Parks Victoria and others manage public land in accordance with the uses, and public land use boundaries, specified by past VEAC, ECC and LCC government-accepted recommendations.

VEAC's website www.veac.vic.gov.au includes VEAC's and ECC's final reports and maps, and versions of all LCC final recommendation reports annotated to show Government decisions. There are also recommendation maps for each LCC investigation, scanned as published. Further work has focused on a dataset known as VEACRECS25.

Public land managers, other agencies using public land, local government, industry, consultants and other land users increasingly need large-scale (at least 1:25,000 scale) mapping of public land categories, to clarify boundaries and appropriate uses. The VEACRECS25 dataset provides accurate digital mapping of Government-accepted VEAC, ECC, and LCC recommendations for such purposes.

Information is initially compiled using the VicMap digital parcel layer. VEAC has taken over the compilation role this year. Provisional data has now been compiled for all Crown land parcels in Victoria. VEAC staff validate and confirm or correct the public land use for each parcel, providing detailed boundaries using VEAC, ECC and LCC records and digital aerial imagery, as required.

Progress was slower this year as the focus moved to Gippsland where the cadastre – and existing park and reserve boundary mapping – are substantially less accurate than in western and northern Victoria. Accordingly, VEAC staff had to make many more corrections than in previous municipalities processed. This year, 9,480 public land parcels in Hindmarsh, Horsham, West Wimmera, Yarriambiack and East Gippsland Shires have been checked, returned to DSE, and along with data for Wellington Shire, processed for loading into the Department's MapShare Intranet website.

VEACRECS25 public land use data has now been completed for 59,270 parcels in 61 of Victoria's 79 municipalities, representing 75 per cent of all Victorian Crown parcels. Two more shires have been provisionally loaded into MapShare prior to verification. Updating of early data using the new data model is underway, and some amendments have been processed to maintain the data. The mapping and associated data are available for all DSE staff. This project is scheduled for completion during 2011-12.

ADMINISTRATION

The Victorian Environmental Assessment Council office is located on Level 6, 8 Nicholson St, East Melbourne Vic 3002.

Telephone (03) 9637 9902

Fax (03) 9637 8024

Toll Free Number 1800 134 803

E-mail veac@dse.vic.gov.au

Website www.veac.vic.gov.au

Executive Officer Ms Joan Phillips

The Executive Officer is responsible for managing the office and staff.

CONSULTANCIES

A consultancy has been defined as an arrangement where an individual or organisation is engaged:

- to provide expert analysis and advice which facilitates decision making
- to perform a specific, one-off task or set of tasks
- to perform a task involving skills or perspectives which would not normally be expected to reside within the agency.

No consultancies for amounts greater than \$100,000 were entered into during 2010-2011. VEAC engaged 15 consultants during 2010–2011 for the Remnant Native Vegetation and Metropolitan Melbourne investigations as well as for secretariat tasks at a total cost of \$80,910 (excludes GST).

COMMITTEES

VEAC is required to establish a Community Reference Group to provide advice in respect of each investigation. The Council may also appoint any committees that it considers necessary to assist with conduct of investigations. Membership of committees is not restricted to members of the Council.

Remnant Native Vegetation Investigation Community Reference Group

Two meetings of the Remnant Native Vegetation Investigation Community Reference Group were held during 2010–2011. The group of nine members (including an independent Chairperson) represented a wide range of stakeholder interests, as follows:

Name*	Organisation
Ms Christine Forster	Independent Chairperson
Ms Ailsa Fox	Victorian Farmers' Federation
Mr Euan Moore	Birds Australia
Mr Luke Murphy	Municipal Association of Victoria
Ms Jenny Lau	Victoria Naturally Alliance
Ms Jill McFarlane	Victorian Conservation Management Network Advisory Group
Mr Ian Stevenson	Country Fire Authority
Mr Glen Terry	Greening Australia
Mr Russell Costello	Victorian National Parks Association

*Membership as at 31 March 2011

DECLARATION OF PRIVATE INTERESTS

Metropolitan Melbourne Investigation Community Reference Group

The Metropolitan Melbourne Investigation Community Reference Group met once during 2010-2011. The group consisted of ten members (including an independent Chairperson):

Name*	Organisation
Ms Jan Macpherson	Independent Chairperson
Cr Sam Alessi	Municipal Association of Victoria
Dr Bob Birrell	Director of Centre for Population and Urban Research, Monash University
Mr Garry Brennan	Bicycle Victoria
Dr Phillip Brotchie	Bushwalking Victoria
Mr Pat Corr	Member of Arthurs Creek Landcare Group and WACMAC Landcare
Mr Maelor Himbury	The Victorian Environment Friends Network
Ms Diane Kerr	Wurundjeri Tribe Land and Compensation Heritage Council Inc.
Ms Anne McGregor	Victorian National Parks Association
Dr Mardie Townsend	Associate Dean of the School of Health and Social Development, Deakin University

*Membership as at 30 June 2011

Scientific Advisory Group

A Scientific Advisory Group for the Remnant Native Vegetation Investigation was appointed in December 2008, and met twice during 2010-2011. The membership of the group was as follows during 2010-2011:

Remnant Native Vegetation Investigation Scientific Advisory Group Members
Mr Rod Gowans, PSM (Chair)
Professor Andrew Bennett
Dr Sue McIntyre
Dr Denis A Saunders, AM

The Chairperson and all members completed Declarations of Private Interest, which were forwarded to the Minister.

Executive Officer Ms Joan Phillips completed a declaration which has been forwarded to the Minister.

All returns are confidential.

FINANCIAL INFORMATION

Council's operating funds were provided as a part of recurrent funds appropriated to the Department of Sustainability and Environment.

The financial operations of the Council have not been separately audited. Audited statements are incorporated into the overall Financial Statements of the Department of Sustainability and Environment Annual Report for the year ended 30 June 2011. There were no significant changes in financial position during the year.

The table below shows expenditure incurred.

Expenses	2010-2011	2009-2010	2008-2009	2007-2008	2006-2007
Salaries and oncosts	1,171,581	1,084,026	960,229	798,952	945,685
Operating	*609,007	566,885	683,096	736,485	1,044,810
Total	1,780,588	1,650,911	1,643,326	1,535,438	1,990,495

*Includes deferred expenditure from 09/10.

WORKFORCE DATA

Employment	2010 (a)			2011 (b)		
Type	Male	Female	Total staff	Male	Female	Total staff
Ongoing	2	4	6	3	5	8
Fixed term	0	7	7	0	4	4
Temporary or contract employees	1	1	2	1	1	2
Total	3	12	15	4	10	14

Notes:

a Relates to payroll and contract staff as at 30 June 2010

b Relates to payroll and contract staff as at 30 June 2011

Note: VEAC staff are also included in employment statistics for the Department of Sustainability and Environment.

ORGANISATION CHART



As at 30 June 2011.

MERIT AND EQUITY

Victorian Public Service merit and equity principles are applied in the appointment and management of staff. VEAC follows the merit and equity principles used by DSE, in accordance with Government directives and the *Public Administration Act 2004*.

Three primary goals have been assumed by VEAC with regard to people management practices:

- develop and sustain an organisational culture in which policies, practices and services are adapted to the needs of the community
- ensure a workplace free from policies and practices that discriminate against staff or potential staff
- ensure that staff have access to a fair, efficient grievance review process to resolve perceived breaches of merit and equity.

COMPLIANCE

- The Council adheres to the principles of the National Competition Policy (NCP) to ensure that any business competition with private entities takes place in an environment where the Council has no unfair competitive advantages.
- During the year the Council did not enter into any contracts to which the *Victorian Industry Participation Policy Act 2003* applied.
- The Council uses Department of Sustainability and Environment facilities.
- The Council utilises Department of Sustainability and Environment Occupational Health and Safety policies and procedures.
- There were no major changes or factors affecting performance.
- The Council is committed to the requirements of the Premier's Circular 2006/1, in relation to community inclusiveness, and applies these requirements in its operations where possible.

FREEDOM OF INFORMATION

The *Freedom of Information Act 1982* allows the public a right of access to documents held by the Council.

Freedom of Information requests are made in writing describing the documents requested and including payment of the \$24.40 application fee. Further charges may be payable. Freedom of Information fees and charges are not subject to GST. Requests to the Council should be sent to the authorised Freedom of Information Officer. The telephone contact number is (03) 9637 9902 or enquiries can be e-mailed to rebecca.hartnett@dse.vic.gov.au. The mailing address is: 8 Nicholson St, East Melbourne 3002.

Principal Officer

Mr Duncan Malcolm, Chairperson

Authorised Officer

Ms Rebecca Hartnett,
Senior Administrative Officer

Operations

For the 12 months ending 30 June 2011, there were no valid requests. There were no requests outstanding as at 30 June 2011.

WHISTLEBLOWERS PROTECTION ACT

The *Whistleblowers Protection Act 2001* is designed to protect people who disclose information about serious wrongdoing within the Victorian Public Sector and to provide a framework for the investigation of these matters.

The Protected Disclosure Coordinator for the Department of Sustainability and Environment (DSE) acts as an agent for the Council to receive disclosures under the Act, and applies DSE procedures in managing disclosures. Disclosures may also be made directly to the Ombudsman.

- there were no disclosures made to the Council
- there were no disclosures referred by the Council to the Ombudsman for determination
- there were no public interest disclosures referred to the Council by the Ombudsman
- there were no disclosed matters referred by the Council to the Ombudsman to investigate
- there were no investigations of disclosed matters taken over by the Ombudsman from the Council
- there were no requests made under section 74 to the Ombudsman to investigate disclosed matters
- there were no disclosed matters that the Council declined to investigate.

Disclosures of improper conduct by the Council or its employees may be made to the following:

Jennifer Berensen

Manager, Privacy
Department of Sustainability and Environment

PO Box 500, East Melbourne Vic 3002

Telephone (03) 9637 8697

E-mail privacy.enquiries@dse.vic.gov.au

The Ombudsman Victoria

Level 9, 459 Collins Street,
Melbourne Vic 3000

Telephone (03) 9613 6222

Toll free 1800 806 314

INFORMATION PRIVACY ACT

VEAC complies with the ten information privacy principles in place that help to form the Information Privacy Act 2000. This includes handling the collection of personal information in a responsible manner. The coordinator of privacy issues for the Department of Sustainability and Environment (DSE) is:

Jennifer Berensen Manager, Privacy
Department of Sustainability and Environment

PO Box 500, East Melbourne Vic 3002

Telephone (03) 9637 8697

E-mail privacy.enquiries@dse.vic.gov.au

RISK MANAGEMENT

While VEAC examines the risks of delivery of its particular work functions and objectives on an ongoing basis, it relies on the Department of Sustainability and Environment (DSE) risk management framework and internal audit of financial and other administrative systems which are used by the VEAC's Secretariat. Please refer to the DSE annual report for further information.

DISCLOSURE INDEX

The 2010–2011 Annual Report of the Victorian Environmental Assessment Council is prepared in accordance with all relevant Victorian legislation.

This index has been prepared to facilitate identification of the Council's compliance with statutory disclosure requirements.

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FRD 12A	<i>Disclosure of major contracts</i>	Nil
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FRD 22B	Occupational health and safety policy	13
FRD 22B	Summary of the financial results for the year	12
FRD 22B	Significant changes in financial position during the year	Nil
FRD 22B	Major changes or factors affecting performance	Nil
FRD 22B	Subsequent events	Nil
FRD 22B	Application and operation of Freedom of Information Act 1982	13
FRD 22B	Compliance with building and maintenance provisions of Building Act 1993	#
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FRD 22B	Details of consultancies under \$100 000	10
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FRD 24C	<i>Reporting of office based environmental impacts</i>	N/A
FRD 25	Victorian Industry Participation Policy disclosures	13
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SD 4.5.5	Risk management compliance attestation	14
SD 4.2(g)	General information requirements	N/A
SD 4.2(j)	Sign-off requirements	2
LEGISLATION		
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	Building Act 1983	13
	Financial Management Act 1994	N/A
	Freedom of Information Act 1982	13
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	Victorian Industry Participation Policy Act 2003	13

STATEMENT OF AVAILABILITY OF OTHER INFORMATION

- Overseas travel undertaken including a summary of the objectives and outcomes of each visit – nil
- Assessments and measures undertaken to improve the Occupational Health and Safety of employees #
- Publications produced by the entity about itself, and how these can be obtained *
- A general statement on IR within the entity and details of time lost through industrial accidents and disputes – not applicable
- Major research and development activities undertaken – nil

- Major promotional, public relations and marketing activities undertaken by the to develop community awareness of the Council and its services – see Investigations
 - A list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved – nil
 - Major external reviews that were carried out on the Council – nil.
- # See Department of Sustainability & Environment Annual Report
- * This information is held by the Senior Administrative Officer and can be made available to Ministers, Members of Parliament and the public on request.



Victorian
Environmental
Assessment
Council

www.veac.vic.gov.au