

OTHER INFORMATION

GLOSSARY OF TERMS

GLOSSARY OF ACRONYMS

CORRECTIONS TO THE 2005–06 ANNUAL REPORT

COMPLIANCE INDEX

SUBJECT INDEX

06

Glossary of terms

Accrual accounting	System of accounting where items are brought to account and included in the financial statements as they are earned or incurred, rather than as they are received or paid.
Accrual budget	A comprehensive budget incorporating assets, liabilities and revenues, as well as cash receipts and expenditures. Thus an accrual budget is an extension of the cash budget, focusing on all the resource implications of the strategic and operational plan.
Activity	What an agency does to convert inputs into outputs.
Administered items	Expenses, revenues, assets or liabilities managed by agencies on behalf of the Commonwealth. Agencies do not control administered items. Administered expenses include grants, subsidies and benefits. In many cases, administered expenses fund the delivery of third party outputs.
Additional estimates	Where amounts appropriated at Budget time are insufficient, Parliament may appropriate more funds to portfolios through the Additional Estimates Acts.
Agency	Agencies are departments of state, departments of parliament and 'prescribed agencies' for the purposes of the <i>Financial Management and Accountability Act 1997</i> . Where the term is used generally in this document, it is meant to refer to departments, agencies, authorities and non-commercial companies.
Appropriation	An authorisation by Parliament to spend moneys from the Consolidated Revenue Fund for a particular purpose.
APS employee	A person engaged under section 22 of the <i>Public Service Act 1999</i> .
Assets	Future economic benefits controlled by an entity as a result of past transactions or other past events.
Australian Workplace Agreements	An Australian Workplace Agreement (AWA) is a formalised individual employment contract that is registered by the Workplace Authority.
Average staffing level	The average number of employees receiving salary or wages over the financial year, with adjustments for casual and part-time employees to show the full-time equivalent.

Certified agreement	A certified agreement is a written agreement about working conditions and wages made between an employer and its employees that is approved and certified by an industrial tribunal. Employees can be represented by trade unions but this is not mandatory. Certified agreements are made available by the federal <i>Workplace Relations Act 1996</i> (Pt VIB), as well as by the <i>Queensland Industrial Relations Act 1999</i> .
Chief Executive Instructions	Instructions issued by the Secretary of the Department for the administration of the department under 5.52 Management and Accountability Act Regulation 6 1997.
Competitive tendering and contracting	The process of contracting out the delivery of government activities previously performed by a Commonwealth agency to another organisation. The activity is submitted to competitive tender, and the preferred provider of the activity is selected from the range of bidders by evaluating offers against predetermined selection criteria.
Consultancy services	<p>Consultancy services are one particular type of service delivered under a contract for services. They are distinguished from other contracts for services by the nature of the work performed. A consultant is an entity, whether an individual, a partnership or a corporation, engaged to provide professional, independent and expert advice or services. Typically, the term consultancy services is used to describe the application of expert professional skills to: investigate or diagnose a defined issue or problem, carry out defined research, reviews or evaluations; or to provide independent advice, information or creative solutions to assist the agency in management decision making.</p> <p>A consultancy contract will typically define the nature and purpose of the task to be performed but not (in any detail) the manner in which the task is to be performed. By contrast, other (non-consultancy) contracts for services will typically be far more restrictive in the degree of latitude afforded to the contractor.</p>
Corporate governance	The process by which agencies are directed and controlled. It is generally understood to encompass authority, accountability, stewardship, leadership, direction and control.
Departmental items	Resources directly controlled by agencies, including salaries and allowances.

Depreciation	An expense recognised systematically for the purpose of allocating the cost of a non-current asset over its useful life.
Deprival asset valuation	Values non-financial assets according to the current cost of their replacement. That is, non-financial assets are valued at the lowest cost of replacing the gross 'service potential' of those assets.
Discretionary grants	Payments where the portfolio minister and paying agency have discretion in determining whether or not a particular applicant receives funding and may or may not impose conditions in return for the grant.
Educational Lending Right	The Educational Lending Right program provides payments to eligible Australian creators (authors, editors, illustrators, translators, and compilers) and publishers whose books are held in educational lending libraries.
Effectiveness indicators	Indicators to assess the degree of success in achieving outcomes. They are likely to relate to intermediate outcomes below the planned outcomes specified at Budget level.
Equity or Net assets	Residual interest in the assets of an entity after deduction of its liabilities.
Expense	Total value of all of the resources consumed in producing goods and services.
Financial results	The results shown in the financial statements of an agency.
Inputs	Resources in the form of people, materials, energy, facilities and funds that an agency uses in activities to produce outputs.
Information economy	The 'information economy' is the term adopted by the Australian Government to describe the transformation of economic and social activities through the application of ICT. An information economy is one where information, knowledge and education are major inputs to business, social and community activities.
Internal auditing	Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Last mile connection	The telecommunications connection between the premises of a user organisation and the core backbone network.
Liabilities	Future sacrifices of economic benefits that an entity is presently obliged to make to other entities as a result of past transactions or other past events.
Non-ongoing APS employee	An APS employee who is not an ongoing APS employee.
Ongoing APS employee	A person engaged as an ongoing APS employee as mentioned in paragraph 22(2)(a) of the <i>Public Service Act 1999</i> .
Operations	Functions, services and processes performed in pursuing the objectives or discharging the functions of an agency.
Outcomes	The results, impacts or consequences of actions by the Commonwealth on the Australian community. Planned outcomes are the results or impacts that the Australian Government wishes to achieve. Actual outcomes are the results or impacts actually achieved.
Outputs	The goods and services an agency produces to contribute to the achievement of an outcome.
Performance measures	Performance measures relate to outcomes, outputs, third party outputs and administered items. They are used when there is a direct causal link between an intervention and a measurable change in performance.
Portfolio Additional Estimates Statements	Similar to the Portfolio Budget Statements and prepared at Additional Estimates time to support an update on the Australian Government's original annual budget for the department.
Portfolio Budget Statements	A document presented by the Minister to Parliament to inform the Parliament of the basis for the department's budget appropriations in support of the provisions in Appropriation Bills 1 and 2. The statements summarise the departments budget and provide detail of outcome performance forecasts and resources in order to justify expenditure.

Public Lending Right	The Public Lending Right program provides payments to eligible Australian creators (authors, editors, illustrators, translators, and compilers) and publishers whose books are held in public lending libraries.
Purchaser/provider arrangements	Arrangements under which the outputs of one agency are purchased by another agency to contribute to outcomes.
Quality	Relates to the characteristics by which customers or stakeholders judge an organisation, product or service. Assessment of quality involves the use of information gathered from interested parties to identify differences between users' expectations and experiences.
Risk management	The culture, frameworks and structures that are directed towards the effective management of potential opportunities and adverse effects. Risk management involves the systematic application of management policies, procedures and practices to the steps of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risk.
Service charters	A service charter is a public statement about the service that a department will provide and what customers can expect from the department.
Special appropriations	Moneys appropriated by Parliament in an Act separate to an annual Appropriation Act, where the payment is for a specified amount. Special appropriations are not subject to Parliament's annual budget control, unlike the annual appropriations.
Sub-outputs	Sub-outputs identify components that together form an output.
Teletypewriter (TTY)	A TTY is a text-based telecommunications device used by people who are deaf, or have a hearing or speech impairment, and who cannot use a voice telephone.

Glossary of acronyms

3G	Third-generation technology	ASADA	Australian Sports Anti-Doping Authority
AARNet	Australia's Academic and Research Network	ASL	average staffing level
AbaF	Australia Business Arts Foundation	ATO	Australian Taxation Office
ABC	Australian Broadcasting Corporation	ATS	Alternative Technical Solutions
ABS	Australian Bureau of Statistics	ATSI	Aboriginal or Torres Strait Islander
AC	Companion of the Order of Australia	ATSIC	Aboriginal and Torres Strait Islander Commission
ACCC	Australian Competition and Consumer Commission	AWA	Australian Workplace Agreement
ACMA	Australian Communications and Media Authority	AYO	Australian Youth Orchestra
ACRA	Arwabukarl Cultural Resource Association	BART	Budgeting and Reporting Tool
ACT	Australian Capital Territory	BBC	British Broadcasting Corporation
ADSL	asymmetric digital subscriber line	BITS	Building on IT Strengths
AFC	Air Force Cross	CA	certified agreement
AFL	Australian Football League	CAAS	Compliance, Accountability and Assurance Sign-Off
AFP	Australian Federal Police	CAN	Collections Australia Network
AFTRS	Australian Film, Television and Radio School	CARP	Culture and Recreation Portal
AGD	Attorney-General's Department	CBF	Community Broadcasting Foundation
AIA	Art Indemnity Australia	CCA	Collections Council of Australia
AK	Knight of the Order of Australia	CCIF	Coordinated Communications Infrastructure Fund
AM	amplitude modulation	CCR	Central Contracts Register
AM	Member of the Order of Australia	CDMA	code division multiple access
ANAO	Australian National Audit Office	CDS	Commonwealth Disability Strategy
ANMM	Australian National Maritime Museum	CeNTIE	Centre for Networking Technology for the Information Economy
ANP	Advanced Networks Program	CHG	Community Heritage Grants
ANZAC	Australian and New Zealand Army Corps	CMC	Cultural Ministers Council
AO	Officer of the Order of Australia	CMG	Companion of the Order of St Michael and St George
APEC	Asia-Pacific Economic Cooperation	CPG	Commonwealth Procurement Guidelines
APPU	Asian-Pacific Postal Union	CPP	Community Phones Program
APS	Australian Public Service	CSIRO	Commonwealth Scientific and Industrial Research Organisation

CSS	Commonwealth Superannuation Scheme	GCMG	Knight/Dame Grand Cross of the Order of St Michael and St George
CTI	Contemporary Touring Initiative	GDP	gross domestic product
CVO	Commander of the Royal Victorian Order	GGS	General Government Sector
DCITA	Department of Communications, Information Technology and the Arts	GITC	Government Information Technology and Communications contracting framework
DCLB1	People from diverse cultural and linguistic backgrounds (first generation)	GST	Goods and Services Tax
DCLB2	People from diverse cultural and linguistic backgrounds (second generation)	hCG	humanChorionic Gonadotropin
DFC	Distinguished Flying Cross	HiBIS	Higher Bandwidth Incentive Scheme
DOFA	Department of Finance and Administration	HR	human resources
EEO	equal employment opportunity	HRMC	Human Resources Management Committee
EL1	executive level 1	HTML	hypertext markup language
EL2	executive level 2	IBP	Indigenous Broadcasting Program
EMG	Executive Management Group	ICANN	Internet Corporation for Assigned Names and Numbers
EPO	Erythropoietin	ICC	Indigenous Coordination Centre
ESD	Ecologically Sustainable Development	ICS	Indigenous Culture Support
FATSIL	Federation of Aboriginal and Torres Strait Islander Language	ICT	information and communications technology
FBT	Fringe Benefits Tax	IDC	Inter Departmental Committee
FFFC	Flying Fruit Fly Circus	IFRS	International Financial Reporting Standards
FLIC	Film Licensed Investment Company	IMC	Information Management Committee
FM	frequency modulation	IP	intellectual property
FMA	financial management and accountability	IPND	Integrated Public Number Database
FMOs	Finance Minister's Orders	IPv6	Internet Protocol Version 6
FOI	Freedom of Information	IRRR	Indigenous Remote Radio Replacement
FRLI	Federal Register of Legislative Instruments	ISP	internet service provider
FTA	free to air	IT	information technology
		ITOL	Information Technology Online
		ITU	International Telecommunication Union

KBE	Knight Commander of the Order of the British Empire	OEA	Office of Evaluation and Audit
KCB	Knight Commander of the Order of the Bath	OECD	Organisation for Economic Cooperation and Development
KCMG	Knight Commander of the Order of St Michael and St George	OH&S	occupational health and safety
MBE	Member of the Order of the British Empire	OPA	Official Public Account
Mbps	Megabit per second	OPH	Old Parliament House
MC	Military Cross	OSCAR	Online System for Comprehensive Activity Reporting
MILR	Maintenance of Indigenous Languages and Records	PACER	Parliament and Civics Education Rebate
MMAPSS	Maritime Museums of Australia Project Support Scheme	PAES	Portfolio Additional Estimates Statements
MP	Member of Parliament	PBS	Portfolio Budget Statements
MS	Microsoft	PC	personal computer
NAA	National Archives of Australia	PDF	portable document format
NACIS	National Arts and Crafts Industry Support	PDV	Post Digital and Visual Effects
NAIDOC	National Aborigines and Islanders Day Observance Committee	PhD	Doctor of Philosophy
NAISDA	National Aboriginal and Islander Skills Development Association	PLR	Public Lending Right
NGV	National Gallery of Victoria	PM	Prime Minister
NICA	National Institute of Circus Arts	PSAES	Portfolio Supplementary Additional Estimates Statements
NICTA	National ICT Australia	PSS	Public Sector Superannuation Scheme
NIDA	National Institute of Dramatic Art	PSSap	PSS accumulation plan
NITV	National Indigenous Television	PWD	people with a disability
NMA	National Museum of Australia	QC	Queen's Counsel
NPG	National Portrait Gallery	QLD	Queensland
NRS	National Relay Service	RFTO	Refundable Film Tax Offset
NSW	New South Wales	RIBS	Remote Indigenous Broadcasting Services
NT	Northern Territory	RICP	Return of Indigenous Cultural Property
NZ	New Zealand	RLSSA	Royal Life Saving Society Australia
OBE	Officer of the Order of the British Empire	RN	Royal Navy
OCC	Online and Communications Council	ROCO	Register of Cultural Organisations
		RTI	Regional Telecommunications Inquiry

RTIA	Regional Telecommunications Infrastructure Account
SA	South Australia
SBS	Special Broadcasting Service Corporation
SC	Senior Counsel
SES	senior executive service
SME	small to medium enterprise
SRA	Shared Responsibility Agreement
SRMC	Sport and Recreation Ministers Council
T3	Third tranche of Telstra shares
TAFE	technical and further education
TAPRIC	Telecommunications Action Plan for Remote Indigenous Communities
TAS	Tasmania
TVBSP	Television Black Spots Program
UNESCO	United Nations Education, Scientific and Cultural Organisation
UPU	Universal Postal Union
VACS	Visual Arts and Craft Strategy
VIC	Victoria
VoIP	voice over internet protocol
W3C	World Wide Web Consortium
WA	Western Australia
WCC	Workplace Consultative Committee
WD&H	workplace diversity and harassment
WDHC	Workplace Diversity and Harassment Committee
WET	Wine Equalisation Tax
WTO	World Trade Organization
WTO GATS	WTO General Agreement on Tariffs and Trade

Corrections to the 2005–06 Annual Report

Section 3—Management and Accountability

The section on consultants on page 204 of the Department’s annual report for 2005–06 incorrectly referred to the total number of consultancy contracts let during the reporting period as a total of 186, incurring a total expenditure for the year of \$4 005 163.23. This should have referred to a total of 191 consultancy contracts incurring a total expenditure for the year of \$4 128 677.03. Details of the omitted consultancies are as follows:

Name of the consultant	Summary description of the nature and purpose of the consultancy	GST Inclusive Commissioned Cost
Godden McKay Loggan	Heritage Management Plan—development of policy and strategy	\$13 035.00
Big Black Dog Communications	Undertake image software development, image selection and the identification and recording of intellectual property right for the Digital Content Programs	\$18 480.00
SRA Information Technology	Migration of Register Of Cultural Organisations (ROCO) Database from Access to Oracle	\$11 998.80
SRA Information Technology	Migration of Register Of Cultural Organisations (ROCO) Database from Access to Oracle	\$55 000.00
KPMG	Artbank Review of Consultant and Rental arrangements for Perth	\$25 000.00

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