

## In this Issue

Welcome	Pg 1
Change to emergency contact number for business travel	Pg 1
A frequently asked question	Pg 2
Asset review 2011	Pg 3
Occupational health and safety	Pg 4
Asbestos-related diseases compensation	Pg 5
Procurement – what's new	Pg 5
Meetings and notices	Pg 5
Treasury contacts	Pg 6

Contributions to *riskmatters* on any subject relating to insurance, risk management or procurement can be forwarded via email to [trmf@treasury.tas.gov.au](mailto:trmf@treasury.tas.gov.au).



### Change to emergency contact number for business travel

The emergency contact number for business travel insurance enquiries is now +61 2 9978 6666.

The policy number remains unchanged and can be obtained from your agency contact person. See page 2 for a list of agency contacts.

The Fund purchases commercial cover for business travel from Accident and Health International (AHI Assist).

## Welcome

Welcome to the December 2011 edition of the Tasmanian Risk Management Fund newsletter, *riskmatters*, published by the Department of Treasury and Finance.

This edition looks at the harmonisation of Australia's OHS framework and the key changes this will mean for Tasmanian workplaces (see page 4).

Also in this edition, we look at some of the rather unusual assets revealed in this year's agency asset review (see page 3).

In procurement news, changes have recently been made to the Treasurer's Instructions covering contract security (TI 1228) and whole-of-government contracts/arrangements (TI 1112). See page 5 for more information.

I would like to take this opportunity to wish you all a safe and happy Christmas period on behalf of the Procurement, Risk and Contract Management teams.

Di Hope  
Editor

## Fund news and updates

### TRMF 2010–11 Annual Report

The 2010–11 TRMF Annual Report is now available in PDF format. The report can be found under Annual Reports at: [www.treasury.tas.gov.au/trmf](http://www.treasury.tas.gov.au/trmf).

## Asset review 2011

Thank you for your prompt response to the agency asset review. We appreciate that the task for agencies was more involved this year because of the need to help clarify the State's exposure in the event of a natural disaster following changes to the Australian Government's *Natural Disaster Relief and Recovery Arrangements Determination 2011*.

See page 3 for further information on the asset review.

## Insurance clauses in contracts

A revised version of the Treasury publication *Guidelines for Determining Appropriate Levels of Insurance in Goods and Services Contracts* is now available under Risk Management at: [www.treasury.tas.gov.au/trmf](http://www.treasury.tas.gov.au/trmf). This document guides agencies through the risk assessment process and provides suggested minimum insurance levels for five categories of risk.

## Current status of the NDRRA review

As noted in the August 2011 edition of *riskmatters*, Treasury engaged Finity Consulting to undertake the independent assessment of Tasmania's property insurance arrangements as required by the *Natural Disaster Relief and Recovery Arrangements Determination 2011*.

A copy of Finity's assessment, together with the State's Submission, was provided to the Australian Government in late September. Finity's assessment has also been made available under Fund Administration at: [www.treasury.tas.gov.au/trmf](http://www.treasury.tas.gov.au/trmf).

The Australian Government has engaged a consultant to undertake a review of the assessments and prepare reports on each of the state and territory government's insurance arrangements for publication. It is anticipated that publication of reports will occur in the first half of 2012.

## Agency contact for business travel

Agency	Contact Name	Telephone
DEDTA	Shaun Willie	6237 6413
DoE	Armin Howald	6233 7290
DHHS	Kristian Clayton	6236 5813
DIER	Stephen Shirley	6233 2097
Justice	Bruce Coles	6233 6005
Leg Council	Jan Chipman	6233 2302
DPEM	Yvonne Cowle	6230 2237
DPAC	Tony Prenter	6232 7448
DPIPWE	John Doering	6233 3067
Treasury	Michael Gluskie	6233 5036

## A frequently asked question

Will the Fund consider covering the insurance costs associated with hiring a vehicle under the Avis common use contract for hiring?

This is a commercial arrangement outside the scope of the Fund. Insurance costs are included in this arrangement.

The Fund was established to provide cover for the risks of inner-Budget agencies (employees, property and associated liability). In other words, it is limited to providing cover to the agency for damage to its vehicles or associated third party claims. It does not extend to the risks of external parties ie the car hire firm.

# Asset review 2011

A review of the physical assets owned by agencies is undertaken every two years.

The most recent review was undertaken in September this year.

**Questionnaire responses provide the Fund's Actuary with up to date information on types of assets (and values) covered by the Tasmanian Risk Management Fund. This information will be used for the calculation of contributions for 2012–13 and 2013–14.**

Following the review in 2009 we included an article on unusual assets covered by the Fund. This year we take a look at two more – little knitted jumpers for penguins, and pen and ink drawings of 1896 Audit Department officers.

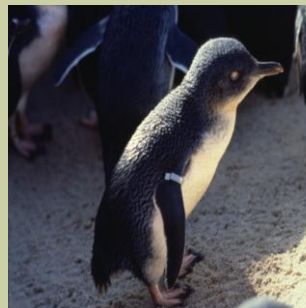
## Knitted jumpers for penguins

The Environment Protection Authority Division of the Department of Primary Industries, Parks, Water and Environment is responsible for thousands of hand knitted penguin jumpers.

In July 1995, the bulk carrier *Iron Baron* ran aground in Northern Tasmania spilling tonnes of oil.

The impact on the local penguin colonies was considerable and a request was made to the public to provide penguin jumpers as affected penguins had to be prevented from preening themselves and ingesting the oil.

Over 15 000 knitted jumpers were collected and the thousands that remain are stored in Oil Spill Response Kits around Tasmania.



Biodiversity Monitoring Section, DPIPWE



Knitted jumpers for Little penguins

## Pen and ink drawings of 1896 Audit Department officers

The framed collection of pen and ink drawings pictured below belongs to the Tasmanian Audit Office.



Each individual drawing is of an employee of the Audit Department in 1896 and the artist John Hughes, was also an employee at the time. His self portrait is far right bottom.

John served with the Audit Department for 40 years.

It wasn't until the portraits were cleaned recently that the blue in the ties and cravats was once again clearly visible.

The portrait below of John William Israel provides an indication of the detail in the drawings. Mr Israel was Auditor-General from 1 July 1895 to 1 December 1901. He appears in the centre of the framed portrait above.



Portrait of John William Israel

## Occupational health and safety

**National uniformity of Australia's OHS framework is on the way.**

**Governments from each state and territory and the Commonwealth have formally committed to the harmonisation of OHS legislation.**

**Tasmania's Work Health and Safety Bill 2011 (Bill 59 of 2011) was introduced into Parliament on 18 October 2011 and, when passed, will give effect to national model work health and safety laws. However, the Legislative Council was not able to finalise its consideration of the legislation prior to Parliament rising for the year.**

After a long and extensive consultation process, the national Model Work Health and Safety Bill was finalised in November 2010.

The Model Bill (to be endorsed by each state, territory and the Australian Government) is intended to ensure that the main principles, obligations and procedures in OHS are consistent across all jurisdictions.

**The new OHS Act, Regulation and Codes of Practice was scheduled to commence in each state, territory and the Australian Government on 1 January 2012. However, the Tasmanian legislation will now commence after this date.**

Although the national OHS legislation will not 'go live' for some time, **it is important for agencies to keep track of key developments and to consider preparing for the transition to the new legislation.**

### Tasmanian Work Health and Safety Bill

The Tasmanian changes will include:

- An employer will become known as a 'person conducting a business or undertaking' (PCBU).
- Certain volunteers will be included as a worker.
- Health and safety representatives (HSRs) will replace employees' safety representatives.

Tasmania's Work Health and Safety Bill can be accessed at [www.parliament.tas.gov.au](http://www.parliament.tas.gov.au) (under Bills), and further information on the harmonisation process can be found on the Safe Work Australia website at [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au).

# Asbestos-related diseases compensation

The [\*Asbestos-Related Diseases \(Occupational Exposure\) Compensation Act 2011\*](#) came into effect on 31 October 2011. The legislation established a scheme that provides for statutory compensation to workers who have been exposed to asbestos at work, and as a result have developed an asbestos-related disease.

The scheme is self-funded through a 4 per cent levy on workers compensation premiums. The State Government will commence paying the levy in 2012–13.

## Procurement – what’s new

### Flexible Options for Contract Security

Recent amendments, effective from 1 October 2011, have been made to the Treasurer’s Instruction 1228 to broaden the options relating to contract security. Agencies, at their discretion, now have the flexibility to approve their own security providers and accept retention moneys from contractors either instead of or in addition to security.

For further information in relation to the new requirements, refer to the link below.

[www.purchasing.tas.gov.au](http://www.purchasing.tas.gov.au) > [Buying for Government > Purchasing Framework > Purchasing Policies > Performance security and/or retention moneys](#)

### Changes to the whole-of-government contracts/arrangements

The Treasurer’s Instruction 1112 has been amended to reflect changes to the

whole-of-government contracts/arrangements established by the Department of Premier and Cabinet. From 1 August 2011, agencies are required to use the integrated communications services and arrangements provided by TMD, DPAC, including fixed and mobile voice and data carriage, interconnecting service gateways, telephony, desktop videoconferencing, instant messaging and related end user devices.

For further information, refer to the link below.

[www.purchasing.tas.gov.au](http://www.purchasing.tas.gov.au) > [Buying for Government > Purchasing Framework > Purchasing Policies > Procurement of Telephony and Related Services](#)

## Meetings and notices

### TRMF Steering Committee

The role of the TRMF Steering Committee is to serve as a consultative forum through which agencies can provide input into the operations of the Fund and feedback to Treasury, the Fund Administration Agent and the Actuary.

The Steering Committee is representative of the agencies participating in the Fund.

The next meeting will be held on Wednesday, **28 March 2012**.

### Procurement Reference Group

The role of the Procurement Reference Group is to facilitate agency input into the development of procurement policy, training and tools.

Each agency is represented on the Reference Group by an officer nominated through their Head of Agency.

The next meeting is scheduled for **February 2012**. The date is yet to be set.

# Treasury contacts

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Ph: 6233 3763

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### Annette Kingston

Ph: 6233 6627

## Contract Management

### Chris Eickhoff

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### Lisa Curtis (Mon-Tues)

Ph: 6233 9432

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