



Building Community Resilience

Victoria State Emergency Service | Annual Report 2012–13





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Communication objectives

This report provides an account of Victoria State Emergency Service (SES) Authority during the 2012–13 financial year, as required under the *Financial Management Act 1994*.

It provides a record of events and activities, acknowledges the cooperation of SES volunteers, staff and supporters, and informs government and the public about SES services and the organisational development during the 2012–13 financial year.

This report is available for viewing online:

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About SES

About SES

Victoria State Emergency Service (SES) is the control agency for flood, storm, tsunami and earthquake in Victoria, managing responses to these emergencies, and helping communities prepare through planning and education.

As well as operating the largest road rescue network in Australia, we also assist Victoria Police in search and rescue operations and play an important support role during major bushfire responses.

Vision

Victoria SES will be a strong contributor to an all hazards, all agencies approach to effective emergency management, enabling safer communities.

Purpose

Partnering with the community and other stakeholders to build community preparedness and resilience and providing timely and effective emergency services.

Values

- Our People
- Commitment
- Trust
- Accountability
- Integrity
- Community Focused



Goals and Objectives

Goal 1 – SES Workforce

A sustainable volunteer and employee workforce.

Objectives

- SES volunteers and employees support the organisation's vision, purpose and values.
- SES volunteers and employees are professional, appropriately trained, participate in exercises and have the capability to work in a multi-agency environment.
- SES volunteers and employees work within the SES Work Health and Safety framework.
- SES volunteers and employees are appropriately supported and resourced.

Goal 2 – Community

A strategic and proactive approach to service delivery in our community.

Objectives

- SES works in partnership with communities and other relevant agencies and stakeholders to build community preparedness and resilience for emergencies.
- SES empowers communities by providing accurate and timely emergency information and warnings.
- SES utilises innovative approaches to ensure its emergency management services respond to changing community demographics.
- SES develops emergency plans for flood, storm, earthquake and tsunami in partnership with the community, other relevant agencies and stakeholders.

Goal 3 – Collaboration & Capability

An all hazards, all agencies approach to emergency management.

Objectives

- SES works with the government and other relevant organisations and stakeholders in an innovative way to ensure continuous improvement in the delivery of emergency management services.
- SES has the capability and capacity to contribute to the delivery of emergency services to the community within an all hazards, all agencies environment in the areas of prevention, preparedness and response.
- SES is an active and innovative contributor to the implementation and adoption of an all hazards, all agencies approach to emergency management.
- SES adopts an holistic all hazards risk-based approach to emergency management planning by engaging and working with the community, EMV and all other relevant agencies and stakeholders.
- SES emergency management doctrine is interoperable with other relevant emergency services agencies and stakeholders.
- SES Information Communications Technology systems are networked and interoperable with other relevant emergency services, the State Control Centre (SCC) and relevant Incident Control Centres (ICCs) across the state.
- SES has strong partnerships and professional working relationships with all relevant stakeholders in Victoria and interstate.



Volunteer Spotlight

Julie Jochs ESM
Swan Hill SES

Julie Jochs is Deputy Controller of Swan Hill SES and has given her service for more than 12 years as both volunteer and employee.

Mrs Jochs was named on this year's Queen's Birthday Honours List as a recipient of the Emergency Services Medal (ESM).

Her roles as North West Region Peer Team Leader and Peer Duty Officer have seen her responding to the psychological needs of her SES teammates day and night.

"Peer was another avenue of SES – when I joined in 2000 I tried everything once," she said.

"There's nothing more satisfying than seeing someone who is way, way down and being able to bring them back."

Mrs Jochs' leadership of her Peer team and promotion of the Peer service is rightfully seen as setting the standard across Victoria, although she said SES volunteers never did anything for the accolades.

"I have a fantastic team of peers and a fantastic unit, and without the support of them and the regional staff, I couldn't do it. I think everyone needs to take some credit."

Chair's Report



Claire Higgins
Board Chair

Victoria State Emergency
Service Authority

Strategic Plan

In 2012–13 the Victoria SES Board approved the organisation's new Strategic Plan 2012–15, which is aligned to the government's reform agenda announced in December 2012 for an all hazards, all agencies approach to emergency management services.

Our new strategic plan underscores the vital role Victoria SES plays in collaboration with other emergency services in keeping our community safe.

The development of the Strategic Plan 2012–15 followed an extensive consultation and review process and reflects our strong commitment to supporting our volunteers and employees in playing our part in the government's reform agenda as set out in the publication Victorian Emergency Management Reform: White Paper.

Victoria SES prides itself on its commitment to the community, our volunteers and employees, and working with other agencies to create a safer Victoria. Our Strategic Plan continues to reflect this commitment. Our priorities will be directed towards the achievement of the following goals:

1. A sustainable volunteer and employee workforce
2. A strategic and proactive approach to service delivery in our community
3. An all hazards, all agencies approach to emergency management

Operations

During 2012–13, Victoria SES volunteers have responded to over 18,011 requests for assistance as either the control agency or in support of other emergency services. By far the biggest component of the agency's activity has been responding to community members who have been affected by storm events (more than 13,000 events). SES has continued to have a very active role in road rescues with almost 1,000 rescues taking place over the past year. Road rescue remains a key component of the value we deliver to the community.

Our volunteers and staff

The average SES volunteer has given more than 160 hours of their time over the past 12 month period. It is timely that we thank the SES volunteers and their families for their devotion to assisting their communities.

In particular, we appreciate those volunteers who have taken up senior roles within their units and the additional work they have taken on to ensure the smooth operation of their unit.

Our thanks also go to those volunteers who are self-employed and the employers of our volunteers for the sacrifices they have made.

The Board wishes to thank our employees for their efforts to ensure that SES volunteers are supported in their work.

With gratitude

On behalf of SES I would like to thank the Premier the Hon. Denis Napthine, the former Premier the Hon. Ted Baillieu, the Minister for Police and Emergency Services The Hon. Kim Wells, and the former Minister The Hon. Peter Ryan for their ongoing support and guidance. In particular I would like to express our appreciation of the Victorian Government's support of our volunteers.

The Board wishes to express its appreciation to the municipal councils of Victoria for their support, both financial and in kind, of their local SES units and the members of their communities who also act as SES volunteers.

We appreciate the support of our fellow emergency service agencies including Country Fire Authority, the Department of Environment and Primary Industries, Victoria Police, the Office of the Emergency Services Commissioner and the Fire Services Commissioner. The Department of Justice continues to provide advice and support to SES – we thank them.

Results

The Board has reviewed the Authority's financial statements for the period 1 July 2012 to 30 June 2013. The net result for the Victoria State Emergency Service Authority for this period was a consolidated operating surplus of \$6.986 million.

On a personal note, I would like to thank the volunteers and employees for their contribution to the community during the year. In addition, I would like to express my thanks to the Victoria SES Board Directors, the Chief Executive Officer and the Executive Management Team for their support throughout the year.

Year in numbers

909

the total number of road rescue incidents that SES volunteers responded to in 2012–13

456

the total number of other rescue incidents that SES volunteers responded to in 2012–13

18,011

the total number of incidents that SES volunteers responded to in 2012–13

325,274

the total number of hours SES volunteers worked in 2012–13

CEO's Report



Mary Barry
Chief Executive Officer
Victoria State Emergency
Service Authority

Victoria State Emergency Service has again responded to an enormously challenging year that saw floods, storms, minor earthquakes and an F3 tornado.

The reform of Victoria's emergency services continued throughout the year, providing SES new opportunities and challenges in an all hazards, all agencies environment.

While the tornado in March will be the most vividly remembered, 2012-13 saw SES responding to a range of emergencies across Victoria, including flash flooding, damaging storms and intense winds.

The tornado accompanied thunderstorms that swept through North East Victoria and metropolitan Melbourne at 7.30pm on 21 March, with Koonoomoo, Cobram, Yarrowonga, Bundalong, Mulwala and Rutherglen the hardest hit.

In the Murray Valley roofs were ripped from homes and caravans were overturned as SES received 1,000 requests for assistance (RFAs) across the state.

Damaging winds reached further south on 28 March, blowing in from bayside suburbs across the Melbourne CBD. Gusts of 115km/h were recorded at Fawkner Beacon, and at the height of the incident – between 3pm and 4pm – SES received close to three calls a minute for help, totalling 167 calls.

Only a month before, a flash flood hit Shepparton and Rushworth with 50mm of rain falling in the afternoon of 28 February. Fifteen buildings were inundated, including two supermarkets.

Northcote, Eltham, Craigieburn and Whittlesea bore the brunt of thunderstorms that impacted across Melbourne at the end of May 2013, with up to 110mm of rain falling in some northern and inner-eastern suburbs. SES rescued five motorists from vehicles stranded by floodwater during that event.

SES was again supported by Country Fire Authority, Department of Environment and Primary Industries – previously known as DSE and DPI – Parks Victoria, Metropolitan Fire and Emergency Services Board, Ambulance Victoria, State Aircraft Unit, Victoria Police, Department of Human Services, Department of Health, Australian Defence Force, Bureau of Meteorology and Telstra.

Many of these agencies play a key role in supporting all of SES' major operations and I thank them all for their ongoing cooperation and support.

But it is to our volunteers who again served the State of Victoria 24 hours a day, 7 days a week throughout 2012-13, and who deserve the most hearty thanks and congratulations.

Without the support of volunteers' families and employers, we could not hope to provide such consistent and high-quality service to the people of Victoria, and my recognition and thanks go to these groups as well. Your personal and business sacrifices are to be admired.

To all SES staff, I want to thank you for your ongoing commitment, dedication and efforts throughout the year. We continue to see enormous change across the sector, and our people continue to contribute and commit to the cause. Your families also deserve thanks and recognition, for their understanding and support during busy periods.

Looking beyond operational and emergency response, SES continues to work hard to improve our services to Victorian communities.

The annual AAMI handover events were held again with significant success, with all regions well represented. Once again, AAMI was proud to assist SES units and volunteers.

StormSafe Week was conducted in August and SES encouraged all Victorians to learn how to be better prepared for the risk of storms in their communities. The 2012 campaign focused on increasing awareness on how Victorians can better prepare their property and themselves to reduce the impact of storms. This was supported by the Storm Man web videos that reminded everyone that you just don't know when a storm is going to hit.

National SES Week was held in November with many individuals, businesses, councils and schools taking up the opportunity to wear orange for a day to support their local SES volunteers. The Convoy of Thanks saw an SES Forward Command Vehicle traverse the state during the week, inviting local communities to write their messages of appreciation. National partnerships with NBL saw Victoria SES partner with the Melbourne Tigers to honour SES volunteers at a nationally televised game.

Sixty-five SES volunteers were honoured at the 24th Annual SES Awards Ceremony held in November at The Centre Ivanhoe, with the then Minister for Police and Emergency Services The Hon. Peter Ryan presenting the awards, and over 200 people in attendance to congratulate the award recipients.

More than 1,500 members have now participated in Emergency Services Volunteer Healthwatch assessments across Victoria, and early results have indicated that members have improved their health outcomes and reduced their risk of suffering a cardiovascular event by approximately 10 per cent.

SES again supported some of Victoria's major events, with a presence at the ANZAC Day Dawn Service, Australian Motorcycle Grand Prix, Avalon Airshow, the Formula 1 Grand Prix, Moomba and the Royal Melbourne Show.

I conducted my biannual regional visits and was pleased to hear of so much activity from all areas of the state, especially during times of significant operational activity.

The Driver Reviver launch was held at Queensbridge Square in Southbank, and 52 sites operated through the Easter period from Wednesday 3 April through to Monday 8 April. We again joined forces with the Transport Accident Commission to spread a clear message to all drivers: Rest or Rescue.

The Internal Communications Protocols were released in April and guide all volunteers and staff in the best ways to meet our internal communication objectives that we are responsible for making a day-to-day reality.

FloodSafe Week was conducted between 30 April and 6 May targeting both children and parents to educate them about the dangers of floodwater and to prevent unnecessary harm or illness. This was supported by a series of web videos that targeted young risk-taking males who see floodwater as fun.

There were three SES members recognised in this year's Australia Day and Queen's Birthday awards and honours, including Julie Jochs, Colin Matheson and Tim Wiebusch. Congratulations to you all. Having our volunteers and staff honoured in this way reflects the commitment and dedication of all SES members across the state.

The two controllers' seminars held in May and June each year continue to be an excellent forum for members to share knowledge and information as well as providing an excellent opportunity for networking and socialising across the organisation. I look forward to attending these important seminars again next year.

Year in numbers

5,000
volunteers

6
regions

153
units

102
road rescue units

Year in numbers

146
staff

6
regions

1
state headquarters

6
regional
headquarters

4
regional offices

SES has also been working closely with the Fire Services Commissioner, the fire agencies and other government departments on implementing the reform program for emergency services across the state.

The next 12–18 months will see major change across the emergency services sector with the establishment of the State Crisis and Resilience Council (SCRC) which had its first meeting in April 2013. Emergency Management Victoria, incorporating the newly created positions of Emergency Management Commissioner (replacing the Fire Services Commissioner) and the Inspector General Emergency Management (replacing the current Emergency Service Commissioner) will also be established.

This will usher in a new era of collaboration across all agencies culminating in better coordinated emergency services utilising the skills and capabilities of all agency personnel and equipment, more accurate and timely information and communication with the community before, during and after emergencies. It expands on the shared responsibility model where governments, agencies and the community work better together to mitigate the impact and consequences of emergencies.

I look forward to working with all emergency management stakeholders in achieving the vision for emergency management espoused in the government's Emergency Management White Paper.

I would like to conclude by thanking all our volunteers and staff for their continued commitment, dedication and support to SES over the past 12 months. It has been another busy operational time, but we have not lost our focus and we continue to grow as an organisation. Everyone involved over this period deserves to feel proud of their efforts.

I would also like to thank my Executive Management Team (EMT) for their continued support and enthusiasm over the past 12 months, especially during the operational periods, and to the Board for the excellent job they do in setting our strategic direction and ensuring the organisation has a sound governance framework in place to ensure we meet our statutory and legislative responsibilities.

I would also like to acknowledge the great work and contribution made to Victoria SES by both Andrew Gissing, former Director Emergency Management Planning and Communication (DEMPC) who left us in January 2013 after four years to return to Sydney; and Jeannene Stewart, former Director Corporate Services (DOCS) who left us in early July 2013 after five years to commence a very busy retirement.

It also gives me great pleasure to welcome Ben McFadgen to the role of DEMPC and John Casey to the role of DOCS. I look forward to working with the EMT over the next 12 months as we continue to grow and evolve Victoria SES within the Emergency Services Reform Program. The next 12 months will no doubt see further change across the sector which I believe will assist in enhancing performance and deliver better services to the community.

I look forward to working with you all again over the next 12 months as we continue to serve our community.

Board

Claire Higgins

Board Chair

Victoria State Emergency Service Authority

Claire Higgins is the Chair of the Victoria State Emergency Service Authority. Claire was first appointed in September 2007.

Claire has had extensive finance, governance and management experience with major Australian companies, OneSteel Limited and BHP Billiton.

Claire is Deputy Chair of the Country Fire Authority, and is also a Director of Ambulance Victoria, and several private sector Boards. She is Chair of the Comcare Audit Committee and is an independent member of the Surf Coast Shire and Office of Public Prosecutions Audit Committee.

Roger Jones OAM

Roger Jones was appointed to the SES Authority Board in June 2006 to June 2011 and first appointed Deputy Chair of the Board in November 2006. Roger was reappointed to the Board as Deputy Chair in August 2011 for a further three years.

Roger brings to the Board an understanding of Australian emergency services, the regional and national context of emergency management policy and practice, and of the full-time and volunteer members who work in the field.

Helen Dyson

Helen Dyson was appointed to the Board in June 2006 and is a member of the Board's Governance, Finance & Audit Committee and the Remuneration Committee.

Helen has had over 25 years' legal, finance, superannuation and governance experience with several of Australia's largest listed companies, including Rio Tinto Limited and the Coles Group (now part of Wesfarmers Limited).

Helen was a member-elected trustee of the Coles Myer Superannuation Fund for nine years and a Board member of the Australian Institute of Superannuation Trustees for 12 years. She was formerly a board member of the Turning Point Alcohol and Drug Centre.

Barbara Yeoh

Barbara Yeoh was appointed to the Board in June 2006 to June 2011. Barbara was reappointed to the Board in August 2011 for a further three years.

Barbara Yeoh is Chair of the Board's Governance, Finance & Audit Committee and a member of the Remuneration Committee.

Barbara has had an extensive career in the finance sector and has held a wide range of directorships over the past 23 years. She is currently Chair of Monash Health, Chair of the Victorian Council of Board Chairs (Health), and Deputy Chair of the Civil Aviation Safety Authority Board Audit Committee.

Barbara is also a Principal Associate of PhillipsKPA, specialist advisers to the education sector.

Lawrence (Laurie) Russell ESM

Laurie Russell was initially appointed to the Board in November 2005. Laurie has extensive experience in municipal parks and gardens management in the Cities of Melbourne, Knox, Wyndham and the Shire of Sherbrooke.

Laurie was a foundation member of the Werribee/Wyndham SES unit, a past President of the Victoria Emergency Service Association and is the current Unit Controller of Wyndham SES.

Laurie brings to the Board a thorough understanding of volunteer issues in emergency service organisations, with over 40 years' experience volunteering in SES and the Country Fire Authority.

Executive Management Team

Mary Barry

Chief Executive Officer

Mary Barry was appointed to the position of Chief Executive Officer in January 2006 following the re-establishment of Victoria State Emergency Service as a Statutory Authority. Mary is responsible to the Board for the overall performance of Victoria SES and for leading its transition to a robust, innovative emergency service organisation keeping Victorian communities safe. Mary uses an energetic approach to lead the senior executive, volunteers and employees of SES.

Mary is a member of the Australian Fire and Emergency Services Authority Council (AFAC) Board and an active member of the Australian Council of State Emergency Services (ACSES).

Previously Mary held the position of CEO of the Victorian Association of Health and Extended Care (VAHEC). Prior to that, she held executive roles at the Shire of Melton and MECWA Community Care.

Trevor White

Chief Officer Operations

Trevor White was appointed as Chief Officer Operations (previously named Director of Operations) in May 2006.

Prior to SES, Trevor spent his career working for the Country Fire Authority (CFA) undertaking operational and general management roles in rural and regional Victoria, and outer metropolitan Melbourne.

Trevor is responsible for the development of operational doctrine and overseeing emergency management capability development within SES.

He provides leadership for SES operations in an environment where SES plays a major role with other partner agencies and the community in improving state capability and capacity to deal with major emergencies in an all hazards environment.

Trevor is accountable for SES operations management and policy, work health and safety, and capability planning at the state, regional and unit levels within SES.

Katrina Bahen

Director Human Resources

Katrina Bahen was appointed to the position of Director Human Resources in March 2007.

Previously Katrina was Manager Human Resources at RSPCA Victoria where she gained experience working with committed and dedicated volunteers and staff. Prior to that role, Katrina applied her skills in consultancy roles particularly in the development and implementation of OH&S management systems. Katrina has had leadership roles in local government, private industry and in the TAFE sector.

Within SES, Katrina provides leadership and direction in the area of human resource systems including work health and safety, peer support, learning and development and statewide volunteer training.

Jeannene Stewart

Director Corporate Services

Jeannene Stewart was appointed to the position of Director Corporate Services in June 2008.

Previously Jeannene was Senior Adviser to the Commonwealth Minister for Ageing, and Funding and Retirement Living Manager for ACCV (Aged and Community Care Victoria) (formerly Victorian Association of Health and Extended Care).

Jeannene is a Certified Practising Accountant (CPA) with more than 20 years' experience in senior management roles in the welfare, information technology, health and aged care sectors. She has also provided consulting services to the aged care industry.

Jeannene's SES areas of responsibility are governance, finance and administration, information communications technology, project management, and assets and infrastructure.

Benjamin (Ben) McFadgen

Director Emergency Management Planning and Communication

Ben McFadgen was appointed to the position of Director Emergency Management Planning & Communication in May 2013.

Prior to SES, Ben worked at the Ministry of Social Development in New Zealand. This involved national-level planning across a number of different event scenarios from natural disasters to pandemics, involving engagement with a variety of non-government organisations, government departments, local authorities and communities. Ben also played a major role with the Ministry during the initial response to the Christchurch earthquakes.

Ben has over 15 years of communications and relationship management experience from his time as an account director and brand consultant in the advertising and design industry – both in New Zealand and the United Kingdom.

Ben provides leadership and direction in the areas of SES' emergency management planning and advice functions, community education and communication strategies.

Andrew Gissing

(9 February 2009 to 1 February 2013)

Director Emergency Management Planning and Communication

Andrew Gissing held the position of Director Emergency Management Planning and Communication from February 2009 to February 2013.

Andrew has a depth of knowledge in emergency management notably in emergency planning, warning systems, risk management, community education and disaster research.

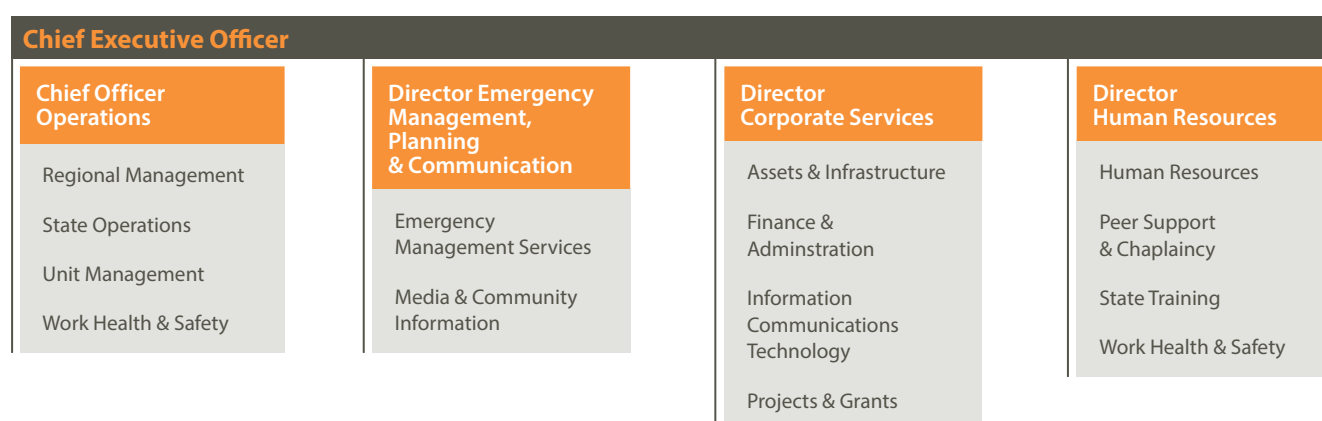
Andrew has authored more than 30 published conference and journal papers on emergency management topics and took a lead role in revising the Australian Emergency Management Manual Flood Series. He is also an Honorary Associate of Macquarie University.

Meetings of the SES Authority

Attendance by Board Directors

	Board Meetings	Special Meetings	Governance, Finance & Audit Committee	Remuneration Committee
Number of meetings from 1 July 2012 to 30 June 2013	10	0	6	3
Claire Higgins	10	–	5	3
Roger Jones OAM	9	–	–	–
Helen Dyson	9	–	6	3
Lawrence Russell ESM	9	–	–	–
Barbara Yeoh	10	–	6	3

SES Organisational Chart



Emergency Services Organisational Chart

Office of the Premier

Minister for Police and Emergency Services

Australian Volunteer Coast Guard	Country Fire Authority	Fire Services Commissioner	Life Saving Victoria
Metropolitan Fire and Emergency Services Board	Office of the Emergency Services Commissioner	Victoria Police	Victoria State Emergency Service



State Operations



Facebook Comment

I just want to say THANK YOU. Thank you for everything you do. You do a fantastic job and without you communities and people who need your services would be stuck. THANK YOU.

Shelley Davis
13 November 2012

Road Rescue Capability Assessment (RRCA) and Targeted Treatment Plan (TTP)

The centralised and revised RRCA program commenced as part of normal business in December 2012, and 36 units across four regions were assessed in 2012–13. SES has committed to assessing all units on a three-year cycle which exceeds the five-year requirement set by Road Rescue Arrangements Victoria (RRAV).

The Targeted Treatment Plan process was also implemented this financial year. This tool gives a centralised view of each region's road rescue units and their tailored plan to support any administrative or capability gaps identified during the RRCA process.

Notably, Sale Unit was assessed as meeting requirements for Road Rescue Capability as part of the new provider approval procedure under RRAV. The Sale Unit received approval to operate in April 2012 and became the 102nd SES unit to become a road rescue provider.

Road rescue capability assessment mobile data collection and management solution

SES has developed a data collection tool with a unit summary report scheduled for trial in July 2013. These tools are the first in a suite of tools that will support thorough, objective assessment and timely turnaround of information. Data analysis will be significantly enhanced, with capacity to generate trend reports, gap analysis reports and data mismatch reports with tailoring to business unit needs.

Awareness training package for support agencies working in flood and storm operations

In response to a recommendation in the Victorian Floods Review, SES has developed an awareness training package on working safely at a flood and storm event. The package was developed with the support of other agencies and will be available for delivery to support agencies in 2013–14.

Swift water rescue

Under direction from the State Marine Search and Rescue Committee chaired by Victoria Police, SES has led and conducted multi-agency workshops with response agencies, Catchment Management Authorities (CMAs) and local government areas (LGAs) in each of the government regions to identify the extent of the swift water rescue hazard in each region and developed a hazard map. This work will now inform the concept of operations for multi-agency response to swift water rescue across the state that is being developed in consultation with the State Marine Search and Rescue Committee.

Findings of the 2012 SES Boat Review Project are also being aligned to swift water rescue work to ensure the safety of members is properly addressed, and needs of the community are maximised across a range of specialist capabilities.

Operational readiness workshops

Operational readiness workshops were run in all regions by State Operations for the second year in a row to provide volunteers and staff with a shared understanding of policy, procedure and practice related to operations. The Comrie Review and White Paper both highlighted opportunities for improvement in two areas: incorporation of local community knowledge; and transfer of control. Both were included as key items in the workshops this year.

Flood planning masterclasses

State Operations and Emergency Management Services launched the inaugural joint Flood Planning Masterclass in April 2013. Staff from across the state came together in Creswick to participate in a well-received program of internal and external presentations and workshops. It provided a unique opportunity to expand the understanding of the various roles and expertise held within our agency as well as build on already strong foundations. The masterclass was supported by a range of guest presenters from local community groups, government agencies and flood management experts.

Enhancing capability within ICC and division command facilities

SES received project funding to enhance its capability and access to Incident Control Centres (ICC) and Division Command Point (DCP) facilities this year. The project will deliver technology, office furniture and radio communications upgrades to some SES facilities where other agency facilities are not suitable for SES control agency responsibilities.

Operational Incident Management System (OIMS) Lite

OIMS Lite provides capacity to enter operational response data while crews are still in the field via an iPad application. This enhancement will greatly improve operational understanding through the generation of more timely and comprehensive reports.

The OIMS Lite pilot launch occurred in May and the majority of the ten pilot units put the new tool to good use immediately when the Melbourne metropolitan area was subjected to heavy rainfall and flash flooding.



Volunteer Spotlight

Sandy Faoro
Essendon SES

As Controller of the Essendon Unit, Sandy Faoro emphasises her role as an educator, regularly giving talks and distributing information on how to be prepared.

It's a natural fit for Ms Faoro; she is a secondary teacher at St Albans Secondary College in the City of Brimbank. She is also a resident of Maribyrnong, has been married to her husband Remo for 30 years and has two children aged 22 and 26.

Last year she took part in a unique multi-agency exercise when she was crowned as a member of the Moomba Monarchy – the popular festival honoured members of Melbourne's emergency service organisations.

Ms Faoro, a volunteer for almost 31 years, said she was "absolutely stoked" to have been included and meet members of other services.

"I had a ball. Travelling down that corridor of people, hearing people yell out 'you do a great job', was fabulous," she said.

"I'm totally honoured. I don't think we often get the recognition we well and truly deserve and this is a great way of representing the service."

Emergency Management Capabilities

Key performance measures of Victoria SES for Budget Paper 3

	Unit of measure	2012-13 BP3 target	Actual	Jun YTD % var
Quantity				
Permanent operational staff	Number	48	57	18.75%
Permanent support staff	Number	128	127	-0.78%
Operational volunteers	Number	4,377	3,317	-24.21%
Quality				
Road rescue accredited units	Number	102	102	0%
Level 3 Incident Controller trained staff and volunteers	Number	13	9	-30.76%
Timeliness				
Road rescue response times meeting benchmarks	Per cent	90	93.9	4.3%



Operations of Significance

Over the last 12 months, SES has responded to 18,011 requests for assistance (RFAs) from the community.

Severe wind event – 4 to 8 September 2012

This was Victoria's most significant wind event recorded since 2008. Over a three-day period wind gusts were recorded in excess of 100km/h across most districts with peaks at 137km/h.

Widespread damage was reported across Victoria, with 132 units across the state responding to more than 4000 RFAs, predominately in the Metropolitan (2619 RFAs) and Gippsland Regions (727 RFAs). Around 19,400 customers were without electricity supply for more than 24 hours, mainly in the outer eastern suburbs and in Gippsland. Impact assessment indicated that around 250 properties sustained significant building damage, with nearly 400 other properties sustaining minor damage.

Ballarat super cell thunderstorm – 30 November 2012

In the early evening a super cell developed over Ballarat with severe thunderstorms, destructive winds and large hailstones. The Bureau of Meteorology (BoM) issued a Severe Thunderstorm Warning for a very dangerous thunderstorm with evidence of giant hailstones to affect Ballarat and Geelong.

The super cell affected areas including Mount Helen, Mount Clear and Sebastapol and Elmhurst. Damage led to trees down and building damage including a palliative care facility. There were five properties deemed uninhabitable, and other properties had their roof removed by the destructive winds. More than 445 RFAs were received across the state, 360 of which originated in the Mid West Region. Local SES and CFA crews worked throughout the weekend to clear jobs with the support of crews from other regions.

Minor earthquake – February 2013

Victoria experienced three minor earthquakes in February.

The first was a 2.9 magnitude earthquake at 11.32pm on 15 February west of Mansfield, near Lake Eildon, at a recorded depth of 12km. There were eight felt reports to Geoscience Australia, but no reports to Triple Zero (000) of concerns or damage.

The largest of the three minor earthquakes, measuring 3.0 magnitude, occurred at 12.36am on 22 February west of Echuca, at a recorded depth of 11km. There were only three felt reports to Geoscience Australia and Emergency Services Telecommunications Authority advised that they had no reports of any damage or callers being concerned. There was still significant regional media interest the following day.



Facebook Comment

Just wanted to say well done. You guys are always doing such a great job, and I can't imagine it would be very easy all the time. So thank you"

Sarah Smith-Weston
22 March 2013

Did you know?



4,000+

the number of requests for assistance due to the Severe Wind Event from 4–8 September 2012



7

the number of tornadoes that broke out between Koonoomoo and Rutherglen on 21 March 2013



18,011

the total requests for assistance that SES volunteers responded to in 2012–13

The third was a 2.6 magnitude earthquake which occurred at 2.14am on Sunday 24 February south of Moe, near Yinnar South, at a recorded depth of 10km. Six felt reports went to Geoscience Australia and more than 100 individuals made references to having felt it or knowing of others that had reported feeling this tremor via the SES Facebook Page.

Whilst none of these earthquakes were of a size likely to result in damage, SES provided community information in the form of Earthquake Advice messages to our Current Emergency Information webpage, Facebook and Twitter sites.

Minor earthquake – June 2013

A minor earthquake of 2.2 magnitude was recorded at Lilydale on 21 June 2013, with more than 20 felt reports and no reports of property damage.

Severe weather (heavy rainfall) event – 26 to 29 February 2013

Over a 24 hour period on 26 and 27 February, rainfall associated with severe thunderstorms was recorded through much of central and eastern Victoria as showers and storms increased. Flood Watches were issued for all the catchments in the North East (Hume) Region and Central (Metropolitan) Region.

A line of severe thunderstorms generated a train effect (that is, cells continuing to develop over the same areas) resulting in very heavy rain leading to flash flooding in Shepparton and Rushworth on the night of 27 February. SES received more than 140 RFAs in these two areas, mostly related to flooding or building damage. SES volunteers rescued the occupants of four vehicles who had been trapped by floodwater.

Mid-afternoon on 29 February, SES received an urgent call from the City of Shepparton regarding overland flooding in two new estates. On investigation it was identified that local farmers were pumping water off pastoral land into irrigation channels. The Water Authority and local government addressed the situation and the flooding subsided.

Across the four-day period, SES received 475 RFAs statewide.

Severe wind and tornado event – 21 to 25 March 2013

Forecast severe weather resulted in increased operational activity from early morning on 21 March mainly in the metropolitan area. At 5.30pm a Severe Thunderstorm Warning was issued and at approximately 7.40pm a series of severe storm cells were identified in the north east of the state. An outbreak of tornados was confirmed as having been associated with these storm cells. The most significant tornado impacted the area along the Victoria-NSW border, between Koonoomoo (near Cobram) and Rutherglen. Twenty people in NSW were injured, with five airlifted by Ambulance Victoria to Melbourne. Data collected after the impacts has confirmed seven tornados ranging in size on the Enhanced Fujita Scale from EF0 (105–137km/h) to EF4 (266–323km/h).

Heavy rainfall in the fire-damaged Harrietville area on the evening of 21 March caused flash flooding and landslides on the Great Alpine Road near Mount Hotham.

SES responded to 260 RFAs in the North East Region. There were 106 properties impacted, with 40 properties deemed uninhabitable across five shires: Moira, Indigo, Alpine, Greater Shepparton and Benalla.

Across the state, SES responded to more than 1,300 RFAs with 810 RFAs in the Central (metropolitan) Region. Around 450 volunteers from 60 units and 25 staff provided statewide response to trees down and building damage.

Wind squall event Melbourne CBD and bayside suburbs – 28 March 2013

During late afternoon on Thursday 28 March 2013 the BoM issued warnings for wind squalls for Port Phillip Bay followed by a Severe Weather Warning for damaging winds for Melbourne bayside suburbs indicating the potential for peak wind gusts of 90–100km/h.

SES received more than 440 RFAs during the day. At the peak of the event, RFAs were being recorded at the rate of almost three per minute: 230 RFAs related to trees down, with 101 reports of building damage, mostly minor in nature. Tragically, three people were killed when a brick wall collapsed at a construction site in the inner city.

Heavy rainfall event – 31 May to 1 June 2013

On the night of 31 May the BoM issued a Severe Weather Warning for areas of heavy rain and local thunderstorms with potential for flash flooding across most of the state overnight Friday and during Saturday.

In the period from that warning until 9am on 1 June, 60–110mm impacted the northern and inner eastern suburbs of metropolitan Melbourne, largely as a consequence of thunderstorm activity. Rainfall totals elsewhere across Melbourne were in the order of 20–50mm. Flood warnings were issued overnight, including a Major Flood Warning for Merri Creek and Moderate to Major for the Yarra Rivers based on rainfall still forecast to fall and coinciding with high tide in Port Phillip Bay.

More than 520 RFAs were received across the state, with more than 465 of those in the metropolitan area. SES units responded to minor property flooding as a result of blocked drains and overland flows, along with building damage. SES and MFB responded to five rescues involving vehicles becoming stranded in flash flood water. Fortunately no serious injuries were sustained by those who were trapped.

Fire agencies support

SES provided support to the fire agencies throughout a lengthy summer and autumn bushfire season, undertaking logistics support roles, dissemination of community information and providing staff for incident management. Key periods where support was provided included:

- 29 November 2012
- 8, 16, 23 December 2012
- 4, 8, 11, 17, 18, 19, 24, 25 January 2013
- 6, 9 February 2013
- 27–28 March 2013

Multi-agency interstate deployments – January and February 2013

Victoria SES supported the Fire Services Commissioner with fire support requests from both Tasmania and New South Wales during January and into February. These all-agency deployments saw SES volunteers and staff deployed as part of multi-agency taskforces into a range of field and incident management roles.

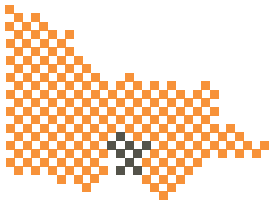


Facebook Comment

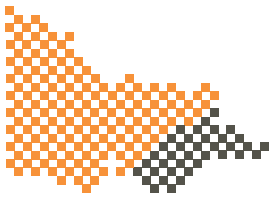
I would like to send out a huge thanks and appreciation to all our SES volunteers who do an awesome job come rain, hail, shine, fog and snow 24 hours 7 days a week. Sometimes in the most horrendous and difficult circumstances and conditions, where they often put their own safety and lives at risk to help others in need. You guys and girls are some of the most dedicated volunteers on the planet. So thank you once again from the bottom of my heart.

Tracey Avery
13 November 2012

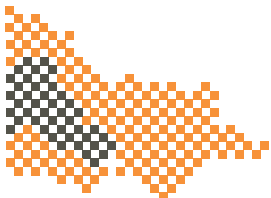
Regions



Central Region
Mulgrave Headquarters
Sunshine West Office



East Region
Moe Headquarters
Bairnsdale Office



Mid West Region
Ballarat Headquarters

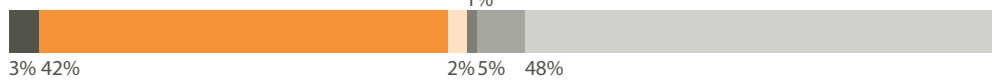
Legend

- Flood
- Storm
- Earthquake
- Tsunami
- Road rescue
- Rescue other
- Support other agency
- Non-ops tasks

Incidents



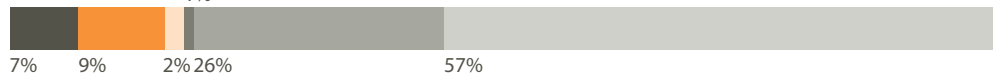
Hours



Incidents



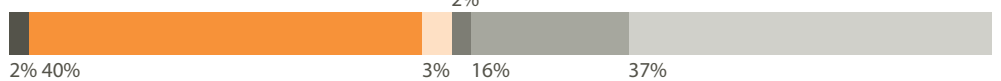
Hours



Incidents



Hours



Actual incidents

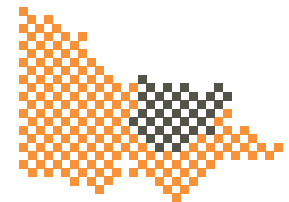
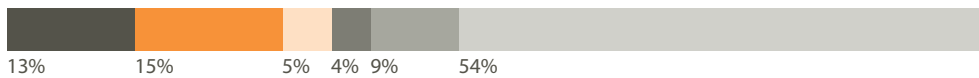
	CL	ET	MW	NE	NW	SW	VQ	Total
Flood	734	76	48	120	49	45	0	1072
Storm	8,628	1,457	964	1,061	843	744	0	13,697
Earthquake	0	0	0	0	0	0	0	0
Tsunami	0	0	0	0	0	0	0	0
Road Rescue	261	123	54	180	137	154	0	909
Rescue Other	235	51	29	69	33	39	0	456
Support Other Agency	430	153	103	207	96	159	5	1,153
Non-Ops Tasks	289	114	69	75	78	98	1	724
Total	10,577	1,974	1,267	1,712	1,236	1,239	6	18,011

Total primary incidents reported per Incident Reporting System.

Incidents



Hours



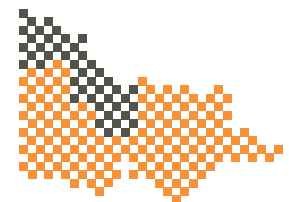
North East Region

Benalla Headquarters

Incidents



Hours



North West Region

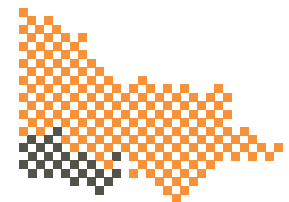
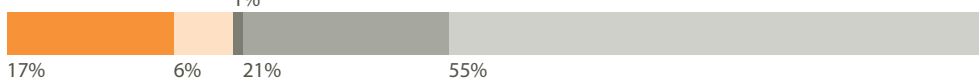
Bendigo Headquarters

Swan Hill Office

Incidents



Hours



South West Region

Geelong Headquarters

Hamilton Office

Estimated hours

	CL	ET	MW	NE	NW	SW	VQ	Total
Flood	3,176	5,685	417	6,085	318	159	0	15,840
Storm	47,327	7,551	7,802	7,341	3,565	5,836	0	79,423
Earthquake	0	0	0	0	0	0	0	0
Tsunami	0	0	0	0	0	0	0	0
Road Rescue	2,079	1,311	649	2,225	1,666	1,909	0	9,838
Rescue Other	878	545	377	1,690	361	265	0	4,116
Support Other Agency	5,310	22,534	3,208	4,535	1,735	7,111	120	44,553
Non-Ops Tasks	54,975	49,497	7,212	26,034	14,722	19,030	34	171,504
Total	113,746	87,123	19,664	47,910	22,367	34,310	154	325,274

Actual incidents multiplied by average hours for region and incident type group.

Emergency Management

In 2012–13, Emergency Management Services has focused on building resilience in local communities through the delivery of a number of innovative community education, emergency planning and all-hazards projects.

Community Emergency Risk Assessment

Victoria SES was successful in gaining funds through the Natural Disaster Resilience Grant Scheme (NDRGS) for 2012–13, to build on the work previously undertaken in the development of the Community Emergency Risk Assessment (CERA) framework. CERA is a risk assessment process that uses an all hazards, all agencies integrated risk assessment approach for the local level of emergency management.

Implementation of the CERA framework is underway, with the development of a suite of tools and resources to facilitate the CERA process and the delivery of education and training. CERA has also been shared nationally, as best practice, to drive local risk-based planning.

Flood emergency plans

Victoria SES has continued to play a leading role in facilitating the development of Municipal Flood Emergency Plans for areas with a high risk of flooding. Currently 42 Municipal Flood Emergency Plans have been developed in collaboration with Municipal Emergency Management Planning Committees. Many more plans are in the final stages of development.

SES, in collaboration with Victoria Police and key stakeholders, has identified eight high flood risk communities, and will facilitate the development of detailed flood evacuation arrangements with supporting flood intelligence for these communities. Whilst this approach is being adopted for the flood hazard, there may be future opportunities to use this approach with other hazards.

All regions have reviewed or are in the process of reviewing their Regional Flood Emergency Plans. Some regions, including North West Region, have taken the opportunity to test their Regional Flood Emergency Plan in multi-agency exercises with communities.

Mapping

SES has developed a suite of mapping products to support the development of Flood Emergency Plans and Local Flood Guides, and is contributing to an enhanced flood intelligence capability to plan for and respond to flood events. Mapping specifications developed by SES have also helped to drive a consistent approach to maps produced.

FloodZoom

SES has continued to support the Department of Environment and Primary Industries (DEPI) in the development of the Flood Intelligence Platform: FloodZoom. In March 2013, select SES volunteers and staff were provided with an opportunity to view initial prototypes developed for the platform. The release of FloodZoom is expected in early 2014.

Melbourne Water partnership

In 2007, Victoria SES established a five-year partnership with Melbourne Water to deliver community education programs and flood emergency planning to Melbourne communities. The partnership was successful in the:

- Implementation of awareness programs in all 38 municipalities across the Port Phillip and Westernport Region.
- Delivery of FloodSafe and StormSafe community education and awareness programs and campaigns through doorknocking 10,000 properties that are at risk of flooding.
- Development of 38 Municipal Flood Emergency Plans across the Port Phillip and Westernport Region.

This partnership was recently renegotiated for a further five years to 2018. Work will focus on consolidating the community education and flood emergency planning programs.

Management of flooding downstream of dams

In January 2013, the State Emergency Response Planning Committee endorsed the Management of Flooding Downstream of Dams document as an attachment to the State Flood Emergency Plan. This followed the endorsement of the State Flood Emergency Plan in January 2012. Developing the Downstream of Dams document involved a collaborative approach led by SES and DEPI. The document clarifies the arrangements relating to the management of flooding consequences downstream of dams, and formed an integral part of a multi-agency exercise facilitated by SES as part of the Flood Planning Masterclass held in April 2013.

Earthquake

Victoria SES has undertaken a range of earthquake planning and communication initiatives in 2012–13. SES has engaged local communities and stakeholders in ensuring that a robust response planning framework has been implemented and exercised.

Briefings were held for key partners and local communities following the magnitude 5.3 earthquake recorded 15km south-west of Moe and 10km south of Trafalgar in Gippsland in June 2012.

The Central and East regions have developed Regional Earthquake Emergency Plans with the State Earthquake plan to be reviewed in late 2013 as a high priority. Multi-agency exercises were conducted for the Melbourne central business district, Latrobe Valley and Greater City of Geelong.

A suite of resources are available online and in hard copy as part of the QuakeSafe community education program.

Local flood guides

SES was successful in gaining funds through the NDRGS for 2012–13 to deliver the FloodSafe program in the North East, South West, Mid West and North West of Victoria. This funding enables the SES to produce Local Flood Guides for at-risk flood areas and implement FloodSafe activities in these areas. New resources include 31 Local Flood Guides, levee fact sheets, sandbag reference sheets and flood warning postcards.

Joint agency multi-hazard pilot program

Over the past year, a joint agency multi-hazard pilot program was initiated in partnership with CFA to develop programs for community education. Two towns were selected, Creswick and Casterton, on the basis that they had a risk of flood, storm and fire. These pilots enable SES to refine how it can work in an all hazards, all agencies environment.

Auditing of Municipal Emergency Management Plans

Under the *Emergency Management Act 1986* (Vic), SES is responsible for auditing Municipal Emergency Management Plans. In 2012–13, a total of 11 Emergency Management Plans were audited.

Introduction to emergency management training

Within the Victorian Government Emergency Management Framework, SES conducts introductory emergency management training for local government and other emergency services. The training includes information on emergency management arrangements in Victoria, as well as introductory information on incident management and emergency risk management principles.

SES conducted 13 Introduction to Emergency Management courses in 2012–13 involving more than 163 participants.

Media and Community Information

With two new members joining the Media and Community Information team shortly before the year's start, it has been another exciting year of delivering projects and training courses.

Internal Communication Protocols

The Internal Communications Protocols were released in April 2013 and guide all volunteers and staff in the best ways to make our internal communication objectives a day-to-day reality.

The protocols were supported by a variety of resources for volunteers and staff including guides on the responsible use of social media and Facebook Pages for units.

SES style guide

In October 2012, SES launched a new style guide for volunteers and staff. It represented a major update from the 2010 version, and included sections on writing, design, social media and online, as well as an image gallery of design resources and more than 50 document templates.

Mobile website

Following on from the successful launch of the new SES website and Extranet last financial year, in May 2013 SES launched a mobile version of its public website. With increasing numbers of visitors using mobile devices to view the SES website, particularly during large-scale events, the mobile version will improve the capability of SES to provide timely and effective emergency warnings and information.

Media Liaison Officer training

SES continued to develop and support Media Liaison Officers (MLOs) throughout the year. MLOs are volunteers who undergo training to successfully liaise with media at a local level and promote their unit.

Last year an additional 51 volunteers were successfully trained. At the end of the financial year there were 211 trained and active MLOs across Victoria.

A pack of physical and digital resources was also compiled for MLOs, including media release templates and information.

Public Information Officer training

SES continues a strong presence on Victoria's Multi Agency Capability Committee (MACC) as it establishes training packages for Public Information roles.

Through representation on MACC's Incident Management Team Training Project, SES is playing its part in ensuring roles within an incident's Public Information team are trained with a true multi-agency approach in mind. The Public Information section includes media officers, issuers of warnings and advice and spokespeople, and coordinates the issuing of information to the public in an incident.

SES remains committed to an all hazards, all agencies approach to incident management.

Sponsorship and Supporters Policy

A formal policy has been created to guide Victoria SES in securing and maintaining sponsors and supporters for all units.

The Sponsorship and Supporter Policy clarifies and documents the process upon which SES pursues and manages sponsorships and support.

The implementation of this policy ensures that all financial support and sponsorship obtained by SES is through a responsible, accountable and transparent process. This assists SES to fulfill its duties and complies with policy and legislative requirements, whilst portraying SES in a positive and professional manner.

Funding and Sponsorships

SES is extremely grateful for the support it received from government, business and local communities across the state in 2012–13.

SES recognises the importance of all contributions and is committed to further developing and strengthening relationships with its supporters and sponsors.

SES would like to thank Victorian municipalities for the contribution they make to their local units through funding, equipment and other forms of support.

SES would also like to thank the significant funding sources and sponsorship contributors including:

Sponsorship and Partnership Contributions 2012–13

AAMI	\$502,000	Equipment and community education
FaHCSIA	\$61,613	Volunteer Grant Program
DBI	\$82,500	OIMS Lite
Lara District Community Enterprise	\$22,727	Corio SES
Transport Accident Commission	\$3,110,000	Road rescue funding and Driver Reviver
Country Fire Authority	\$589,000	Facility development and AAIMS training
Melbourne Water	\$542,000	Community education
Estate of Pauline Marie Johnston	\$100,000	Donation



Facebook Comment

Thank you to all SES crews and their families for giving up their own time to work in extraordinary circumstances doing amazing work.

Carolyn Van Duijne
14 January 2013



Our People



Volunteer Spotlight

Colin Matheson
Lilydale SES

"I didn't set out to do anything special. I was just enjoying what I was doing for 38 years, so I kept doing it," Colin Matheson says.

Mr Matheson has held every major position in the Lilydale SES Unit over those 38 years, including his current role of Controller, which he has held for about five years.

He was named on this year's Queen's Birthday Honours List as a recipient of the Emergency Services Medal.

When not volunteering, Mr Matheson is a firefighter with the Metropolitan Fire Brigade, and said that complementary skillset had served him well at SES.

He has been recognised for devoting time, energy and passion above what would ever be expected and sharing the wealth of his operational knowledge with younger generations in his role as Rescue and Training Officer.

"I've been fortunate. I just enjoy what I do," he said.

In 2012–13, Victoria SES continued to invest in our people through training and professional development programs that strengthen our capabilities.

Through a partnership with RMIT University, SES was able to develop and deliver a Senior Management Leadership Program in 2012–13. A total of 24 staff members also graduated from the same university with a Diploma of Management.

The Valuing Our People program was rolled out to all staff during the year, with the objective of raising awareness of, and preventing, workplace bullying.

As SES continued to grow, a comprehensive induction training program was developed for our newly appointed government funded Regional Operations Managers and Community Resilience Coordinators, covering emergency management, incident management and business management development needs. The program included an extensive induction over several weeks to ensure each member of staff was fully trained and able to hit the ground running.

Many other professional development opportunities were provided to staff through Performance Management Plans.



Workforce Data

	Ongoing Employees			Fixed-term & Casual Employees	
	Employees (Headcount)	Full-time (Headcount)	Part-time (Headcount)	FTE	FTE
June 2012	141	133	8	138.2	68
June 2013	146	138	8	143.05	72.2

	June 2012			June 2013		
	Ongoing	Fixed-term & Casual Employees		Ongoing	Fixed-term & Casual Employees	
	Employee (Headcount)	FTE	FTE	Employee (Headcount)	FTE	FTE
Gender						
Male	95	94.2	35	93	92.2	35.4
Female	50	48	33	53	50.8	37.3
Age						
Under 25	3	3	5	3	3	6
25–34	27	25.8	22	29	28.4	18.4
35–44	41	40	13	40	38.75	16
45–54	49	48.8	19	45	44.3	18.7
55–64	24	24	6	28	28	11.6
Over 64	1	0.6	3	1	0.6	2
Classification						
VPS 1	0	0	0	0	0	0
VPS 2	19	17.4	37	17	14.8	40.9
VPS 3	33	33	13	30	29.8	12
VPS 4	52	50.8	9	59	58.4	8.8
VPS 5	21	21	7	24	24	6
VPS 6	15	15	2	16	16	5
STS	0	0	0	0	0	0
Executives	5	5	0	6	6	0
Other	0	0	0	0	0	0

SES
has

5,000
volunteers

146
staff



Facebook Comment

A big thanks to the two SES crew who arrived in less than three minutes last night to a burst water pipe in the kitchen of our neighbours. Both professional and reassuring to the residents and all fixed after a bit of a hunt for the mains.

Ewen Hill
18 September 2012

State Training



Facebook Comment

Thank you to all of our volunteers. You don't do it for praise and recognition but you sure do deserve it. I'm proud to be a Victorian, keep up the good work!

Jill Dowling
15 November 2012

SES volunteers have continued to engage in training and assessment to attain the required skills, knowledge and experience to undertake rescues, manage incidents and perform unit management tasks in 2012–13.

Volunteer training delivery

Nationally recognised Statements of Attainment were issued to volunteers for rescue skills, incident management and non-operational skills. The most popular programs were:

- Incident Management course, 505 participants
- Work Health & Safety Essentials course, 451 participants
- First Aid refresher course, 1,447 participants
- Working at a CFA incident, 570 participants

Volunteer learning and development strategy 2013–15

The strategy outlining the proposed approach to training and assessment for the next three years was published for consultation with volunteers. The strategy seeks to take advantage of the emerging technologies to enhance participation and access to learning and development to build volunteer skill levels. It also recognises the importance of the reforms in the emergency management sector and initiatives that encourage a unified approach to training across Victoria's fire and emergency services. The key aim is to have SES appropriately resourced to sustain a quality driven learning and development system for volunteers to acquire new skills, maintain existing skills and continue their professional development.

Partnerships

SES has formed new arrangements with numerous TAFEs and private training providers across the state to deliver the new Certificate IV TAE qualification in Training and Assessment to volunteers.

CFA delivered training to our volunteers to prepare them to work at fire grounds in a support capacity at major fires. Joint work was done with Life Saving Victoria to scope blended learning solutions for the future that could provide volunteers with access to some training content via the internet.

Regional TAFE providers also delivered courses in four wheel driving, chainsaw operations, managing traffic at emergencies and workplace safety. Engaging regional and metropolitan TAFEs and regional private training providers allows SES to increase the supply of nationally-recognised training to supplement in-house training and assessment.

Incident management capability development

During the year, 505 volunteers achieved competency in a range of nationally-recognised incident management training delivered across Victoria. Specific focus was placed on building organisational capability in the roles of Sector and Division Command. During an event, the incident ground may be divided into geographical areas called divisions and sectors to assist with effective incident management. Division Command is the highest level of incident management on the ground. In the field, Sector Commanders report to Division Commanders who in turn report to Operations Officers who are located at an Incident Control Centre.

This year attention was also directed to enhancing SES' contribution to an all hazards, all agencies approach to emergency management in Victoria as part of the Fire Services Reform Program. SES staff also participated in work groups within the Multi Agency Capability Committee-Bushfire (MACC) that is developing new training courses in incident management. The MACC aims to address the state government's response to the recommendations of the 2009 Victorian Bushfires Royal Commission Final Report regarding the training of Incident Management Teams. The MACC is working towards establishing appropriate systems, pathways and training for personnel to attain the required skills, knowledge and experience to safely and effectively manage incidents.

First aid and safety training

First aid and work health and safety training continued to be a strong focus for member training.

During the year, 436 volunteers received the full first aid training in HLTF301C Apply First Aid, and 1,447 volunteers attended a first aid update. Supplementing the training delivered by private training providers, a group of dedicated volunteer and staff trainers also provided first aid training and updates.

In total, 451 volunteers successfully completed the nationally-recognised Victoria SES Work Health and Safety Essentials program which was updated in January 2013 to keep pace with enhancements to the Victoria SES Play Your Part safety system.

Operational incident management software

During 2012–2013, 433 volunteers completed training to manage resources for incidents and provide important status reports to incident controllers during incidents like the tornado in North East Victoria in March 2013.



Volunteer Spotlight

William Burrows
Brimbank SES

William Burrows, 20, likes being an SES volunteer because there's a place there for everyone.

Mr Burrows has been a member of Brimbank SES for about nine months. He's currently in his second year of university.

A Scout when he was younger, he first encountered SES when a unit paid a visit to his troop.

As an operational member at Brimbank, Mr Burrows said he'd already attended storm damage incidents and assisted police.

"It's been really interesting trying to figure things out. Everyone has been really supportive," he said.

As well as his operational duties, Mr Burrows has skills in information technology that are highly prized by the unit. "Things will always break or stop working or someone might not know how to use them, so it does seem good to have someone who can fix them," he said.

The diverse skills that volunteers bring to a unit are one of SES' greatest strengths.

"With such a variety and everyone sharing and collaborating, you end up with a team which knows a bit about everything," he said.

Work Health and Safety

SES has continued to improve safety performance this financial year to ensure the safety of all volunteers and staff is maintained.

Key safety initiatives

- Additional state government funding through the Valuing Volunteers program has enabled continuation of the Healthwatch program, which offers volunteers the opportunity to participate in a confidential health check to determine their risk of cardiovascular and lifestyle related diseases. To date 1,530 members have participated in Healthwatch Assessments across Victoria. Early results indicate that members have improved their health outcomes and reduced their risk of suffering a cardiovascular event by approximately 10 per cent. Health presentations and initiatives, such as Diabetes Australia presentations and the Swap It program, are being promoted to all units.
- 54 per cent of staff participated in the WorkSafe Health Checks this year, which qualified Victoria SES for the \$10,000 Work Health Grant to supplement health and wellbeing programs in the workplace. Staff participated in the Emergency Services Games, the Blood Bank Challenge, lunchtime tai chi classes, the 10,000 steps program and a Weight Watchers introductory session.
- The Play Your Part Safety Manual has been refreshed and aligned with AS/NZS 4801. This standard approach will ensure SES compliance requirements are striving for best practice. An audit module has been added to the SafeGate web-based incident reporting system to enhance safety auditing of locations and assist appropriate support for corrective actions where required.
- Progress is being made on a job dictionary with the completion of an assessment of the physical demands required during a road rescue. Similar assessments for other search and rescue activities will be required to complete the project. The job dictionary will assist controllers and managers in allocating tasks according to the capabilities of both volunteers and staff.
- A work health and safety training needs analysis was undertaken for all staff, resulting in the development of a staff WH&S Learning Pathway and Training suite. Two of the courses within the training suite were developed and delivered this year. Additionally, the Valuing Our People training program was developed and delivered to all staff to raise awareness of workplace bullying.
- Continuing participation with the Australasian Fire and Emergency Service Authorities Council Work Health and Safety Technical Group meeting has been productive and informative ensuring interoperability with mutual gain.
- Utilisation of Peer Support has increased across Victoria SES with 112 requests for assistance and 172 peer interventions, exceeding totals for the 2011–12 financial year. This has been achieved while peer numbers have remained static with recruitment deferred to focus on resilience training and support to increase the capability of the current peers.
- Professional development of peers has included:
 - safeTALK – suicide awareness
 - Resilient Leadership
 - Advanced Group Crisis Intervention
 - Mental Health First Aid – funded through the Valuing Volunteers program
- The growing acceptance of Critical Incident Stress Management Unit Awareness has seen a 20 per cent increase in requests for training sessions across the organisation.
- The chaplaincy program has continued to develop and Victoria SES now has eight chaplains supporting volunteers across the state.

Work health and safety indicators

All work health and safety indicators have been updated for previous years to align with the establishment of new business rules in reporting.

	2010-11	2011-12	2012-13
Number of incidents and hazards*	229	251	261
Hazard reporting rate**	28%	35%	40%
Number of standard claims***	33	22	18
Number of lost time claims	19	5	10
Average cost per standard claim ****	\$124,663	\$1,712	\$5779
Fatality claims	NIL	NIL	NIL
Volunteers and staff who received training			
i. Staff	9	11	13
ii. Volunteers	721	547	427

* includes all incidents, near misses and hazards

** reported as a percentage of all hazards reported by total incidents report

*** note that an excess period applies to staff policy and not to volunteers

**** calculated on the actual costs



Corporate Services



Facebook Comment

I've always thought your volunteers were amazing people but now I know first hand just how terrific you all are. So much help to community and you just keep at it, keep going. Thank you – you're TERRIFIC.

Tina Maloni
23 March 2013

Once again, it has been a very exciting and busy year for Corporate Services with the consolidation of both the Finance & Administration and Information & Communications Technology (ICT) teams, and the development and rollout of some very innovative projects.

Information & Communications Technology

The key achievement this year has been the successful completion of the move away from the Department of Justice network to Datacom, our new managed service provider, including migration of all key applications and introducing staff to Windows 7 and Microsoft Office 2010 including Outlook.

To complement the move, ICT restructured and introduced a Service Delivery Manager and an Application Support Lead to ensure a more effective and efficient service for volunteers and staff.

Following this, ICT visited all regional headquarters along with Datacom to identify areas of improvement or concerns with the changes. The feedback received was very helpful, indicating the transition was well received but there were some minor issues to be addressed. This was extremely positive for such a complex project.



In addition, ICT Field Officers upgraded network infrastructure at units to provide improved service as part of the bandwidth upgrade project, as well as providing infield support during declared operations.

The ICT team were also heavily involved with the planning for the development and implementation of the Fire Services Reform Project Blueprint and Information Architecture, the Bushfire ICT Delivery program, eMap project and the OIMS Lite Project.

Finance & Administration

Once again it has been an extremely busy year for Finance & Administration. The recommendations of last year's department structure review were implemented, introducing a new finance structure to support the increase in financial management and financial systems support requirements for Victoria SES.

Internal audit conducted a number of reviews into unit compliance with unit financial management guidelines during the year, and units continue to demonstrate improvement in their financial management.

A Records Management Strategy 2012–15 and accompanying implementation plan have been approved by the Board and work has commenced in achieving a number of objectives. This work is designed to ensure SES is on track to meet its records management obligations. To date, work has centred on the development of a concept for a volunteer recordkeeping solution, the development of a Business Classification Scheme, the development of a Retention and Disposal Authority, the appraisal and sentencing of backlog records, improving the usability of the Electronic Document and Records Management System and the development of policies and procedures.

Records management appraisal and disposal programs have also been carried out at all regional offices and the Benalla, Brimbank and Knox Units.

The Finance & Administration department developed a Business Unit Finance Guide to complement the Volunteer Unit Financial Management Guidelines, and conducted unit finance training for the North East Region and South West Region.

Projects and Grants

The Project and Grants team has had a very busy year with a number of ICT projects including Volunteers Online, OIMS Lite, Buy Online, continued Organisational Capability and Information Framework (OCIF) developments, Incident Control Centre upgrades, a new telephone system and the Volunteer Emergency Service Equipment Program (VESEP).

Among the achievements of the Volunteers Online Project were:

- Implementation of 360 View in June 2013, a user-friendly interface to access data currently held and managed in OIMS, and available from the VICSES Extranet. Volunteers are now able to see their incident, training and service history, as well as to update their contact details. These changes are automatically and instantly reflected in the Resource Management system (RMS). Depending on their current position/rank in RMS, they are also able to see unit-level reports and information about other volunteers or staff.



Volunteer Spotlight

Irene Cracknell
Rutherglen SES

For Irene Cracknell, volunteering with SES started as "something different to do".

Irene has been an SES volunteer for 31 years at the Rutherglen Unit. When she joined she was the only active female member.

She is now the Deputy Controller and was honoured in December's National Volunteer Awards with the Emergency Management Award.

Irene's husband was a member for 30 years, her daughter has been a member for 15 years and now her granddaughter has been a member for about 8 months.

"I think SES is fantastic," she said. "It's a great learning facility. The friendships you make are pretty good over the years. I think it has a lot to offer people."

In addition to SES, Irene is on the board of Indigo North Health, and just stepped down from being chairman for the past nine years. She also volunteers in East Timor on various projects.

"I can't help myself."



Facebook Comment

So many hard working and committed volunteers – thank you for your help in our time of need and for making our communities a better place.

Alison Stewart
13 November 2012

- Pilot launch of SES Link in June 2013, a new internal social media tool for volunteers and staff. The pilot includes ten units, Medial Liaison Officers, Digital Video Camera Pilot and select staff. It will run for three months.

- Implementation of single sign-on from the VICSES Extranet for SES Link, 360 View and Buy Online.

This year also saw continued Organisational Capability and Information Framework (OCIF) developments including:

- Rollout of Emergency Response Activity Standards Enhanced (ERAS-E) completed in the regions in February. Unit baseline and assessments completed in each unit by the end of June 2013.
- Implementation of an automated Work Health and Safety report to assist with the completion of monthly scorecards.
- Implementation of automated reports for State Training on training administration.
- Implementation is also underway for the automation of the Road Rescue Capability Assessment questionnaires and corresponding assessment summary.

Victoria SES continues to receive Volunteer Emergency Service Equipment Program (VESEP) funding and this year received \$2 million from the government which included a statewide initiative to replace 26 Hilux and Triton vehicles and the purchase of:

- 21 four wheel drive vehicles
- 5 building extensions/refurbishments
- 4 light rescue trucks
- 2 storm trailers
- 1 lighting trailer
- 4 Holmatro Rapid intervention kits

Another very exciting development this year has been the OIMS Lite Project, which is an iPad mobile incident management solution that interfaces to the Incident Management System (IMS) and IRS and enables more timely reporting and lowers administrative overheads. OIMS Lite enables a more effective and reliable workflow for both incident management and reporting.

The OIMS Lite project has successfully commenced its pilot phase with ten units using iPads with the new OIMS application provided by SES. Over the next 12 months this will progressively increase to 50 units and then to all units by year end.

The projects team is also rolling out the VoIP project, which is about introducing a common telephone system across all offices. This system, currently used by CFA and MFB, will provide a high level of redundancy at Victorian Headquarters and at each regional office supporting about 550 phones all able to dial each other using a five-digit extension. In future it will also provide links to CFA and MFB and permit direct extension dial to staff of those organisations.

The implementation of the new Buy Online purchasing solution will mean volunteers get their personal protective clothing and equipment faster and more efficiently. This system accessed from anywhere (via the VICSES Extranet), comprises a few simple web pages for raising orders, gaining approvals, tracking order progress and managing problems with deliveries.

The Incident Control Centre/Divisional Command Point Upgrade Project is currently upgrading the capability of selected SES offices and local headquarters (LHQs), by deploying ICT equipment, office equipment, additional radio facilities and furniture and will also include equipment upgrades to 34 CFA and two DEPI sites.

Two new Level 2 Incident Control Centres are being delivered at Geelong and Benalla as part of the building projects for those SES regional headquarters and four others at Moe, Swan Hill, Bendigo and Ballarat will be upgraded.

Infrastructure

This financial year has been a very busy year for the Infrastructure team. The South West Regional Headquarters (RHQ) will soon be transferred to new premises at Furner Avenue, Bell Park, which are currently being fitted out to provide staff accommodation for the RHQ, a Level 2 Incident Control Centre (ICC) and the South West Regional Store. Construction work has also commenced on the fitting out of new premises for the North East RHQ in Benalla, which will see the regional staff relocating to the new Sydney Road site towards the end of 2013.

The enhancement of the office accommodation for regional staff also included the fitting out of an additional office in Horsham to support the Mid West Region.

This year SES has also completed co-location local headquarter developments with the CFA at Tallangatta and at Wycheproof. The co-location project between SES and Victoria Police at Waurin Ponds is continuing, and will see the South Barwon Unit relocated to their new LHQ in 2015.

The co-location program with CFA will continue into the next financial year initially with the Marong Unit and then followed by three more unit/brigade sites.

Critical assets

The two Mobile Command Vehicles (MCV) and four Forward Command Vehicles, and two sheds to house the MCVs which were funded in 2011, were delivered this year. These vehicles will provide enhanced capability.

The 2012–13 critical assets program delivered:

- 1 new heavy rescue truck
- 4 new medium rescue trucks
- 10 new storm trailers
- 3 new sandbagging trailers
- 2 new mass casualty trailers
- 4 new rescue boats
- 11 new road rescue kits

Equipment

The Equipment Replacement Program has continued this year with one third of the units being provided with new equipment as part of the three-year rolling program.

The AAMI-sponsored program has also continued with units selecting new equipment from the expanded Equipment Catalogue.

The Buy Online project has also been launched, which has streamlined the purchasing of Personal Protective Clothing & Equipment (PPC&E) by volunteers and staff.

Fleet

A review of Fleet Services has resulted in more robust processes for the management of day-to-day fleet activities.

The Dual Cab Utility Vehicle Replacement Program has commenced to ensure that SES operates vehicles that suit operational requirements. The program will be completed by the end of the calendar year.

Did you know?



80%

of the community can reduce the damage of emergencies if they are prepared



39%

of residents who reported they were unprepared for floods before the implementation of a FloodSafe program



1%

of residents in Benalla who reported they were unprepared for floods after the implementation of a FloodSafe program

Corporate Governance



Facebook Comment

Thank you to the SES volunteers who helped chop up the tree blocking our driveway – they were working in the rain, in the dark at 10pm... much appreciated!

Ting Cheng-Haines
10 September 2012

SES provides a sound corporate governance framework to comply with Victorian state legislation.

Responsible Minister

The responsible Minister is the Minister for Police and Emergency Services.

Statutory Authority

The Victoria State Emergency Service Authority was established by the *Victoria State Emergency Services Act 2005* (Vic).

The Victoria State Emergency Service Regulations 2006 were passed in November 2006.

These regulations address the management of issues detailed in the Act, including disciplinary arrangements for volunteers, training and exercising of registered members and various other administrative issues.

Board and its composition

The Board is the governing body of the Authority and is constituted under s. 9 of the Act.

The Board is responsible for the overall corporate governance of the organisation including its strategic direction, establishing goals for management and monitoring the achievement of these goals.

The composition of the Board is determined in accordance with the Act and allows up to seven members to be appointed by the Governor in Council, one of whom is appointed as the Chair of the Board.

Conflicts of interest

The Board complies with provisions of s. 22 of the Act that ensures that members of the Board and Executive Management Team do not place themselves in a position where there is conflict, actual or potential, between their private interest and their duty to SES.

Board Committees

The Board has incorporated into its management structure a Governance, Finance and Audit Committee and a Remuneration Committee. The Governance, Finance and Audit Committee is chartered to provide the Board with assurance that there are adequate business systems in place with regard to matters of a financial, risk, audit and compliance nature.

Remuneration

Board directors are paid an allowance determined by the Governor in Council.

Legal advice

The Board is assisted in aspects of its operations with external legal advice. Maddocks was the provider of legal services during 2012–13. Maddocks was also appointed to undertake the Corporate Secretary role for the Board.

Consultancies

		Fees Approved	Amount Expended 2012-13	Future Commitments
Under \$10,000				
Total of 12 consultancies		59,705	59,705	0
Over \$10,000				
Consultant	Service			
National Safety Agency	Evaluation of all terrain vehicles	11,590	11,590	0
Water Technology Pty Ltd	Flood intelligence – Gippsland floods	13,929	13,929	0
Dialog Info Tech	Project governance and assessment model	11,440	11,440	0
Solve Consulting	Assets audit	12,000	12,000	0
Bushfire Risk Management Services	Assist in review of 10 flood plans	12,870	12,870	0
Ernst & Young	CERA phase 2 pilots	22,740	22,740	0
Fleet CEO	Review of suitability of Hilux vehicles	65,139	65,139	0
InterCapital Group	External stakeholder audit	30,629	30,629	0
Solve Consulting	Flood intelligence research	18,000	18,000	0
Access Macquarie Ltd	Latrobe Valley earthquake scenario	27,273	27,273	0
Rod Collins & Associates	North East floods after action review	24,149	24,149	0
Enterprise Knowledge	Volunteer recordkeeping solution concept	15,840	15,840	0
Palladium Consulting Pty Ltd	Palladium SES Cultural Pathways	107,055	107,055	0
		432,359	432,359	0



Volunteer Spotlight

Luke Dam
Woodend SES

Luke Dam has been an SES volunteer for 15 years. He started out in a busy metropolitan unit before making a tree change. He is now controller of Woodend SES and has been for about 18 months.

If that's not enough responsibility, Mr Dam and his wife are raising four children under ten and, on top of his job, he is the editor of *Phoenix Journal*, run by the SES volunteer association VESA.

"I don't think there is a typical day for an SES volunteer, especially a unit controller," Mr Dam said.

"For me? Up early, generally about 0600 hours, showered and off to work or the airport. I will often do a check of unit emails first thing and forward on to the appropriate Section Leader for action, or to the whole. I often do this 3–4 times per day.

"Without a doubt, SES is a big part of my life. As it is for so many others! It does take time, but the rewards are well worth it. I wouldn't be where I'm at now without the skills and experiences I've gained through SES."

Victorian Industry Participation Policy (VIIP)

In accordance with the requirement of the *Victorian Industry Participation Policy Act 2003*, government agencies are required to include a statement summarising their implementation of the VIIP in their annual reports. FRD 25 specifies that VIIP be reported for contracts valued over \$3 million in metropolitan areas and \$1 million in regional areas. There were no contracts that fell into the category for the financial year 2012–13.

Freedom of Information (FOI)

SES is subject to the *Freedom of Information Act 1982*. Requests for access to documents should be made in writing to the Freedom of Information Officer (FOI). Contact details are on the back cover of this report. Further procedural information in relation to such requests can be obtained from the FOI Officer.

Building Act

SES complies with the *Building Act 1993*, with respect to alterations and maintenance to the buildings owned by SES. It is not aware of any material non-compliance with the current building standards.

Risk Management

I, Mary Barry, Chief Executive Officer, certify that Victoria State Emergency Service has risk management processes in place consistent with the Australian/New Zealand Risk Management Standard ISO 3100 and an internal control system is in place that enables the executive to understand, manage and satisfactorily control risk exposures. The risk profile of Victoria SES has been critically reviewed within the last 12 months.

Insurance

I, Mary Barry, Chief Executive Officer, certify that Victoria State Emergency Service has complied with Ministerial Direction 4.5.5.1 – Insurance, except for maintaining a register of indemnities arising from any contracts entered into by Victoria SES. This register will be developed during 2013–14.

National Competition Policy

SES complies, to the extent applicable, with the National Competition Policy.

Environment and Sustainability

SES continues to introduce environmental and sustainable initiatives relating to energy use, waste production, paper use, water consumption, transportation, greenhouse gas emissions and procurement.

Protected Disclosure Act

In February 2013, The *Whistleblowers Protection Act 2001* was replaced by the *Protected Disclosure Act 2012* under a new regime administered by the Independent Broad-based Anti-corruption Commission (IBAC).

Whistleblowers Protection Act

As required by section 104 of the *Whistleblowers Protection Act 2001*, the following is reported for the period 1 July 2012 to 30 June 2013.

The number and types of disclosures made to public bodies during the year:

	2011-12	2012-13
Public interest disclosures	0	0
Protected disclosures	0	0
The number of disclosures referred during the year by the public body to the Ombudsman for determination as to whether they are public interest disclosures	0	0
The number and types of disclosed matters referred to the public body by the Ombudsman for investigation	0	0
The number and types of investigations taken over from the public body by the Ombudsman	0	0
The number of requests made by a whistleblower to the Ombudsman to take over an investigation by the public body	0	0
The number and types of disclosed matters that the public body has declined to investigate	0	0
The number and types of disclosed matters that were substantiated upon investigation and the action taken on completion of the investigation	0	0
Any recommendations made by the Ombudsman that relate to the public body	0	0
Recommendation regarding file security and management	0	0



Facebook Comment

I would like to thank the five men who volunteered their help for the very very early hours Saturday morning and gave so much assistance to rescue my partner and get him back safely, couldn't have done it without you!! Sending all my love and respect for these men...wish you all the very best and honestly from the bottom of my heart – cannot thank you enough!!!!

Stacey Rookie Wain
9 September 2012



Financial Information

Five year financial summary

	2012–2013 \$'000s	2011–2012 \$'000s	2010–2011 \$'000s	2009–2010 \$'000s	2008–2009 \$'000s
Grants from State Government (i)					
Operating grants	45,042	36,807	46,351	32,393	32,136
Capital grants	1,102	6,250	3,873	8,688	0
Total Grants from State Government	46,144	43,057	50,224	41,081	32,136
Comprehensive operating statement					
Total income from transactions	57,024	51,247	56,005	42,620	46,212
Total expenses from transactions	(50,081)	(48,940)	(46,677)	(33,959)	(29,378)
Net result from transactions for the period	6,943	2,307	9,328	8,661	16,834
Other economic flows	43	(44)	(369)	191	524
Net result	6,986	2,263	8,959	8,852	17,358
Other economic flows not in the net result (ii)	0	0	6,760	0	0
Comprehensive result	6,986	2,263	15,719	8,852	17,358
Balance sheet					
Total assets	107,866	100,323	91,134	70,010	56,449
Total liabilities	(12,763)	(13,308)	(12,632)	(11,100)	(15,079)
Net Assets	95,103	87,015	78,502	58,910	41,370
Cashflow statement					
Net cashflow from operating activities	12,257	4,865	16,503	9,793	30,156

Notes:

(i) Grants from Government includes output, special, capital and major incident Grants funding from the State Government. Except for 2008–2009, Output and special grants, as well as major incident funding, are recognised as Income in the Comprehensive operating statement and Capital grants is recognised as Capital contributions by owners in the Balance sheet and Statement of changes in equity. In 2008–2009 there was no separation of the Grants between capital and output meaning that all Grants were recognised as Income producing an unusually high Comprehensive result.

(ii) The result in 2010–2011 was from the increase in the value of assets following the scheduled full revaluation of the Authority's land, buildings and leasehold improvements by the Valuer-General Victoria.

Current year financial review

For the year ended 30 June 2013 the Authority achieved a Comprehensive result of a \$6.986 million surplus, \$4.723 million more than in 2011–2012.

The key items impacting the 2012–2013 Net result are:

- Increase of \$8.235 million in operating grants income from State Government to fund improvements and enhancements to the SES service including:
 - improvements to SES business systems especially to the Incident Control Centres (ICC's);
 - connectivity for SES Units through improved bandwidth; and
 - enhancement of volunteer support, command and control through the introduction of 8 additional staff.

Whilst the majority of new initiatives were completed in 2012–2013, some projects which will be finalised in 2013–2014.

- In 2012–2013 an asset stocktake identified \$0.150 million in new assets which had not previously been recognised in the accounts of the Authority. In 2011–2012 \$1.659 million of new assets were identified in the stocktake.
- In 2012–2013 SES spent \$0.580 million on storm and flood incidents. In 2011–2012 SES spent \$5.486 million on these incidents.
- An additional \$1.174 million (\$1.447 million 2011–2012) was raised by SES Volunteer Units.

Net assets increased by \$8.088 million in 2012–2013 to \$95.103 million (2011–2012: \$87.015 million). The major reasons for the increase are:

- An increase in Cash and deposits of \$4.363m as a result of:
 - an increase of \$1.174 million in Volunteer Unit cash balances; and
 - the receipt of funds for projects and initiatives which were not able to be finalised in 2012–2013 but will be completed in 2013–2014.
- An increase of \$3.322 million in the carrying value of Property, Plant & Equipment including:
 - A \$2.790 million increase in assets under construction to \$6.686 million. This includes:
 - establishment of the new Geelong Regional Office;
 - Torquay Volunteer Unit building improvements;
 - Eltham Volunteer Unit building improvements; and
 - forward command vehicles (FCV) and mobile command vehicles (MCV).
 These assets will be completed early in 2013–2014 and will be capitalised as assets in that year.
 - \$6.637 million in new vehicles and upgrades to State and Unit premises, including:
 - building improvements at the Incident Control Centre at Sunshine,
 - 6 medium rescue trucks;
 - 5 light rescue trucks;
 - 11 storm trailers; and
 - 12 road crash rescue kits.
 - \$5.524 million in depreciation for the year.

Operating cashflows for 2012–2013 were \$12.257 million (2011–2012: \$4.865 million). The operating cashflow from operating activities results primarily from:

- Receipts from State Government and other bodies (including contributions by Volunteer Units) which were used for investing activities, particularly the acquisition and construction of assets.
- Additional revenue from Government for initiatives which were not able to be finalised in 2012–13 due the number of major incidents during the year.

Subsequent events

There has not arisen any item, transaction or event of a material or unusual nature, likely, in the opinion of the Board, to affect significantly the operations of the Victoria State Emergency Service Authority, the results of those operations, or the state of affairs of the Authority, in subsequent financial years.

Financial Statements

for the year ended 30 June 2013

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Accountable Officers' and Chief Finance and Accounting Officer's Declaration

The attached financial statements for the Victoria State Emergency Service Authority have been prepared in accordance with Standing Directions 4.2 of the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian Accounting Standards including Interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes, presents fairly the financial transactions during the year ended 30 June 2013 and financial position of the Authority at 30 June 2013.

At the time of signing, we are not aware of any circumstance which would render any particulars included in the financial statements to be misleading or inaccurate.

We authorise the attached financial statements for issue on 16 September 2013.



Claire Higgins
Chairperson

Victoria State Emergency
Service Authority

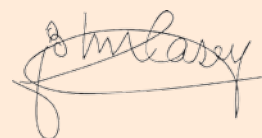
Melbourne
16 September 2013



Mary Barry
Chief Executive Officer

Victoria State Emergency
Service Authority

Melbourne
16 September 2013



John Casey
Director of Corporate Services

Victoria State Emergency
Service Authority

Melbourne
16 September 2013

INDEPENDENT AUDITOR'S REPORT

To the Board Members, Victoria State Emergency Service Authority

The Financial Report

The accompanying financial report for the year ended 30 June 2013 of the Victoria State Emergency Service Authority which comprises the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement, notes comprising a summary of significant accounting policies and other explanatory information, and the Accountable Officers', Chairperson's and Chief Finance and Accounting Officer's declaration has been audited.

The Board Members' Responsibility for the Financial Report

The Board Members of the Victoria State Emergency Service Authority are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Financial Management Act 1994*, and for such internal control as the Board Members determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report 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 Board Members, as well as evaluating the overall presentation of the financial report.

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

Independent Auditor's Report (continued)

Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

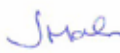
Opinion

In my opinion, the financial report presents fairly, in all material respects, the financial position of the Victoria State Emergency Service Authority as at 30 June 2013 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Financial Management Act 1994*.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the financial report of the Victoria State Emergency Service Authority for the year ended 30 June 2013 included both in the Victoria State Emergency Service Authority's annual report and on the website. The Board Members of the Victoria State Emergency Service Authority are responsible for the integrity of the Victoria State Emergency Service Authority's website. I have not been engaged to report on the integrity of the Victoria State Emergency Service Authority's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in the website version of the financial report.

MELBOURNE
16 September 2013


for John Doyle
Auditor-General

Comprehensive operating statement

for the financial year ended 30 June 2013

	Notes	2013 \$'000	2012 \$'000
Income from transactions			
Grants and other transfers	2(a)	52,600	43,585
Sale of services	2(b)	25	41
Interest income	2(c)	1,014	1,379
Fair value of assets not previously recognised	2(d)	150	1,659
Other income	2(e)	3,235	4,583
Total income from transactions		57,024	51,247
Expenses from transactions			
Employee expense	3(a)	(18,500)	(16,923)
Depreciation expense	3(b)	(5,524)	(4,453)
Grants	3(c)	(1,724)	(1,690)
Interest expense	3(d)	(375)	(385)
Other operating expenses	3(e)	(23,958)	(25,489)
Total expenses from transactions		(50,081)	(48,940)
Net result from transactions (net operating balance)		6,943	2,307
Other economic flows included in net result			
Net gain on non-financial assets	4(a)	16	71
Other gains/(losses) from other economic flows	4(b)	27	(115)
		43	(44)
Net result		6,986	2,263
Total other economic flows – other comprehensive income		0	0
Comprehensive result		6,986	2,263

The above comprehensive operating statement should be read in conjunction with the accompanying notes on pages 50 to 90.

Balance sheet

as at 30 June 2013

	Notes	2013 \$'000	2012 \$'000
Assets			
Financial assets			
Cash and deposits	16(a)	41,751	37,388
Receivables	5	1,005	1,444
Total financial assets		42,756	38,832
Non-financial assets			
Property, plant and equipment	7	64,376	61,054
Other non-financial assets	6	734	437
Total non-financial assets		65,110	61,491
Total assets		107,866	100,323
Liabilities			
Payables	8	4,945	5,737
Borrowings	9	3,828	4,142
Provisions	10	3,990	3,429
Total liabilities		12,763	13,308
Net assets		95,103	87,015
Equity			
Accumulated surplus		46,088	39,102
Physical asset revaluation reserve surplus	17	6,760	6,760
Contributed capital		42,255	41,153
Net worth		95,103	87,015
Commitments for expenditure	13		
Contingent assets and contingent liabilities	14		

The above balance sheet should be read in conjunction with the accompanying notes included on pages 50 to 90.

Statement of changes in equity

for the financial year ended 30 June 2013

	Notes	Physical asset revaluation reserve surplus \$'000	Accumulated surplus \$'000	Contributions from owners \$'000	Total \$'000
Balance at 1 July 2011		6,760	36,839	34,903	78,502
Net result for the year		0	2,263	0	2,263
Capital appropriations		0	0	6,250	6,250
Balance at 30 June 2012		6,760	39,102	41,153	87,015
Net result for the year		0	6,986	0	6,986
Capital appropriations		0	0	1,102	1,102
Balance at 30 June 2013	17	6,760	46,088	42,255	95,103

The statement of changes in equity should be read in conjunction with the accompanying notes on pages 50 to 90.

Cash flow statement

for the financial year ended 30 June 2013

	Notes	2013 \$'000	2012 \$'000
Cash flows from operating activities			
Receipts			
Receipts from government		48,098	39,736
Receipts from other entities		8,502	6,447
Net goods and services tax recovered from the ATO		2,670	3,274
Interest received		1,074	1,284
Other receipts (unit cash)		1,174	1,447
Total receipts		61,518	52,188
Payments			
Payments of grants		(1,724)	(1,696)
Payments to suppliers and employees		(47,033)	(45,080)
Interest and other costs of finance paid		(375)	(385)
Other payments		(129)	(162)
Total payments		(49,261)	(47,323)
Net cash flow from / (used in) operating activities	16(b)	12,257	4,865
Cash flows from investing activities			
Purchases of non-financial assets		(8,512)	(10,051)
Sales of non-financial assets		747	328
Net cash flows from/(used in) investing activities		(7,765)	(9,723)
Cash flows from financing activities			
Owner contributions by State Government		1,102	6,250
Repayment of finance leases		(1,231)	(1,135)
Net cash flows from/(used in) financing activities		(129)	5,115
Net increase/(decrease) in cash and cash equivalents		4,363	257
Cash and cash equivalents at the beginning of the financial year		37,388	37,131
Cash and cash equivalents at the end of the financial year	16(a)	41,751	37,388

The above cash flow statement should be read in conjunction with the accompanying notes included on pages 50 to 90.

Notes to the financial statements

for the financial year ended 30 June 2013

Note 1. Summary of significant accounting policies

These general purpose financial statements represent the audited general purpose financial statements for Victoria State Emergency Service Authority (the Authority) for the period ending 30 June 2013. The purpose of the report is to provide users with information about the Authority's stewardship of resources entrusted to it.

(a) Statement of compliance

These financial statements have been prepared in accordance with the *Financial Management Act 1994* (FMA) and applicable Australian Accounting Standards (AAS), which include Interpretations, issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

Where appropriate, those paragraphs of the AASs applicable to not-for-profit entities have been applied.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of underlying transactions or other events is reported.

To gain a better understanding of the terminology used in this report, a glossary of terms and style conventions can be found in Note 23.

The annual financial statements were authorised for issue by the Board of the Victoria State Emergency Service Authority on 16 September 2013.

(b) Basis of accounting preparation and measurement

The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AASs that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, plant & equipment (refer to Note 1(j));
- superannuation expense (refer to Note 1(f)); and
- assumptions for employee benefit provisions based on likely tenure of existing staff, patterns of leave claims, future salary movements and future discount rates (refer to Note 1(k))

These financial statements are presented in Australian dollars, and prepared in accordance with the historical cost convention except for non-current physical assets which, subsequent to acquisition, are measured at a revalued amount being their fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent impairment losses. Revaluations are made with sufficient regularity to ensure that the carrying amounts do not materially differ from their fair value.

(c) Reporting entity

The financial statements include all the controlled activities of the Authority. The financial statements include cash balances and property, plant and equipment of individual VICSES Volunteer Units.

The Authority is a government Authority of the State of Victoria established under the *Victoria State Emergency Services Act 2005 (Vic)*.

Its principal address is:

Victoria State Emergency Service Authority
168 Sturt Street
Southbank VIC 3006

Objectives and funding

The Authority's objectives are to provide emergency management, planning, auditing of municipal management plans, emergency response to floods, earthquakes, tsunami and storms, rescue services and support to other emergency agencies, and to assist with rescue operations on land and water.

The Authority is predominantly funded by parliamentary grants for the provision of outputs. The grants are received by the Authority from the Department of Justice. The Authority is also reliant on gifts, donations, project grants and sponsorship.

(d) Scope and presentation of financial statements

Comprehensive operating statement

Income and expenses in the comprehensive operating statement are classified according to whether or not they arise from 'transactions' or 'other economic flows'. This classification is consistent with the whole of government reporting format and is allowed under *AASB 101 Presentation of financial statements*.

'Transactions' and 'other economic flows' are defined by the *Australian System of Government Finance Statistics: Concepts, Sources and Methods 2005* and *Amendments to Australian System of Government Finance Statistics, 2005*, (ABS Catalogue No. 5514.0) (the GFS manual) (refer to Note 23)

'Transactions' are those economic flows that are considered to arise as a result of policy decisions, usually interactions between two entities by mutual agreement. Transactions also include flows within an entity, such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the Government and taxpayers. Transactions can be in kind (e.g. assets provided/given free of charge or for nominal consideration) or where the final consideration is cash.

'Other economic flows' are changes in the volume or changes arising from market re-measurements. They include:

- gains and losses from disposals; and
- revaluations and impairments of non-current physical and intangible assets.

The net result is equivalent to profit or loss derived in accordance with AASs.

Balance sheet

Assets and liabilities are presented in liquidity order with assets aggregated into financial assets and non-financial assets.

Current and non-current assets and liabilities (non-current being those assets and liabilities expected to be recovered or settled beyond 12 months) are disclosed in the notes, where relevant.

Cash flow statement

Cash flows are classified according to whether or not they arise from operating, investing, or financing activities. This classification is consistent with requirements under *AASB 107 Cash Flow Statements*.

Statement of changes in equity

The statement of changes in equity presents reconciliations of each non-owner and owner changes in equity from opening balance at the beginning of the reporting period to the closing balance at the end of the reporting period. It also shows separately changes due to amounts recognised in the 'Comprehensive result' and amounts recognised in 'Other economic flows – other movements in equity' related to 'Transactions with owner in its capacity as owner'.

Rounding of amounts

Amounts in the financial statements (including the notes) have been rounded to the nearest \$1,000, unless otherwise stated. Figures in the financial statements may not equate due to rounding. Please refer to Note 23 for a style convention for explanations of minor discrepancies resulting from rounding.

(e) Income from transactions

Income is recognised to the extent that it is probable that the economic benefits will flow to the entity and the income can be reliably measured at fair value.

Grants and other transfers

Income from grants is recognised when the Authority obtains control over the contribution.

Operating grant

Operating grant income is provided to the Authority by Government to provide the outputs required by Government. Operating grant income is recognised when those outputs have been delivered and the relevant Minister has certified delivery of those outputs in accordance with specified performance criteria and is shown as a grant received from government.

Operating grant funding received for the purchase of assets is treated as contributed capital and designated as contribution by owners (refer Note 1(m)).

Other grants

Grants from third parties are recognised as income in the reporting period in which the Authority gains control over the underlying assets.

Sale of services

Income from provision of services

Income from the provision of services is recognised by reference to the stage of completion basis. The income is recognised when:

- the amount of the income, stage of completion and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the Authority.

The stage of completion is measured by reference to labour hours supplied or as a percentage of total services to be performed in each annual reporting period.

Interest income

Interest income is interest received on bank term deposits and the operating bank account and is recognised on a time-proportionate basis that takes into account the effective yield on the financial asset.

Fair value of assets not previously recognised

Fair value of assets identified in stocktake

Assets identified during stocktakes that have not been previously recognised are brought to account at fair value.

Other income

Sponsorship

Sponsorship income is recognised when the Authority is entitled to the economic benefits from the sponsorship.

Donations

Donation income is recognised on receipt.

Other income

Other income received by the Authority is recognised on receipt.

Unit Cash balances

'Unit Cash balances' reflects the aggregated net increase in the physical cash held in bank accounts and investments by VICSES Volunteer Units between 1 July 2012 and 30 June 2013.

(f) Expenses from transactions

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

Employee expense

Refer to Note 1(k) regarding employee benefits.

These expenses include all costs related to employment (other than superannuation, which is accounted for separately) including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, payroll tax and Workcover premiums.

Superannuation

The amount recognised in the comprehensive operating statement is the employer contributions for members of both defined benefit and defined contribution superannuation plans that are paid or payable during the reporting period.

The Department of Treasury and Finance (DTF), in their Annual Financial Statements, disclose on behalf of the State as the sponsoring employer, the net defined benefit cost related to the members of these plans as an administered liability. Refer to DTF's Annual Financial Statements for more detailed disclosures in relation to these plans.

Depreciation expense

All property, plant and equipment, excluding items under operating leases that have finite useful lives are depreciated. Depreciation is generally calculated on a straight-line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Refer to note 1(j) (Non-financial assets) for the depreciation policy for leasehold improvements.

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments made where appropriate.

The following are typical useful lives for different classes of assets for both 2012 and 2013:

Asset Class	Useful Life
Buildings and leasehold improvements	
– Buildings	15–40 years
– Leasehold improvements	2–40 years
Plant, equipment and vehicles	3–15 years
Leased vehicles	3–5 years

The cost of leasehold improvements is capitalised as an asset and depreciated over the remaining term of the lease or the estimated useful life of the improvements, whichever is the shorter.

Land, which is considered to have an indefinite life, is not depreciated. Depreciation is not recognised in respect of land as its service potential has not, in any material sense, been consumed during the reporting period.

Grants

Grants are recognised as an expense in the reporting period in which they are paid or payable. They include transactions such as grants, subsidies and other transfer payments to local municipalities. Refer to *Glossary of terms and style conventions* in Note 23.

Interest expense

Interest expense is recognised in the period in which it is incurred. Refer to *Glossary of terms and style conventions* in Note 23 for an explanation of interest expense items.

Other operating expenses

Other operating expenses generally represent the day-to-day running costs incurred in normal operations.

Supplies and services

Supplies and services expenses are recognised as an expense in the reporting period in which they are incurred.

Operating lease rental expenses

Operating lease rental expenses are the minimum lease payments made on operating leases entered into by the Authority and are recognised as an expense in the reporting period in which they are incurred.

(g) Other economic flows included in net result

Other economic flows measure the change in volume or value of assets or liabilities that do not result from transactions.

Net gain/(loss) on non-financial assets

Net gain/(loss) on non-financial assets and liabilities includes realised and unrealised gains and losses as follows:

Revaluation gains/(losses) of non-current physical assets

Refer to Note 1(j) *Revaluations of non-financial physical assets*.

Disposal of non-financial assets

Any gain or loss on the sale of non-financial assets is recognised at the date of disposal and is determined after deducting from the proceeds the carrying value of the asset at that time.

Impairment of non-financial assets

All assets are assessed for indications of impairment.

If there is an indication of impairment, the assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off as an other economic flow, except to the extent that the write-down can be debited to an asset revaluation surplus amount applicable to that asset class.

If there is an indication that there has been a change in the estimate of an asset's recoverable amount since the last impairment loss was recognised, the carrying amount shall be increased to its recoverable amount. This reversal of the impairment loss occurs only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

It is deemed that, in the event of the loss of an asset, the future economic benefits arising from the use of the asset will be replaced unless a specific decision to the contrary has been made. The recoverable amount for most assets is measured at the higher of depreciated replacement cost and fair value less costs to sell. Recoverable amount for assets held primarily to generate net cash inflows is measured at the higher of the present value of future cash flows expected to be obtained from the asset and fair value less costs to sell.

Refer to Note 1(j) in relation to the recognition and measurement of non-financial assets.

Other gains/(losses) from other economic flows

Other gains/(losses) from other economic flows include the gains or losses from the revaluation of the present value of the long service leave liability due to changes in the Commonwealth bond interest rates.

(h) Financial instruments

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Due to the nature of the Authority's activities, certain financial assets and financial liabilities arise under statute rather than a contract. Such financial assets and financial liabilities do not meet the definition of financial instruments in AASB 132 *Financial Instruments: Presentation*. For example, statutory receivables arising from taxes, fines and penalties do not meet the definition of financial instruments as they do not arise under contract.

Where relevant, for note disclosure purposes, a distinction is made between those financial assets and financial liabilities that meet the definition of financial instruments in accordance with AASB 132 and those that do not.

The following refers to financial instruments unless otherwise stated.

Categories of financial instruments

Receivables

Receivables are financial instrument assets with fixed and determinable payments that are not quoted on an active market. These assets are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, receivables are measured at amortised cost using the effective interest method, less any impairment.

Receivables category includes cash and deposits (refer to Note 1(i)), term deposits with maturity greater than three months, trade receivables, loans and other receivables, but not statutory receivables.

Financial liabilities at amortised cost

Financial instrument liabilities are initially recognised on the date they are originated. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interestbearing liability, using the effective interest rate method (refer to Note 23).

Financial instrument liabilities measured at amortised cost include all contractual payables, deposits held and advances received, and interestbearing arrangements other than those designated at fair value through profit or loss.

(i) Financial assets

Cash and deposits

Cash and deposits, including cash equivalents, comprise cash on hand and cash at bank, deposits at call and highly liquid investments with an original maturity of three months or less, which are held for purposes of meeting short term cash commitments rather than for investment purposes, and which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value.

Unit cash balances

Volunteer Units' cash and deposits as defined above have been brought to account at 30 June 2013, as part of the ongoing consolidation of Volunteer Units' activities with the Authority's financial activities. The movement has been disclosed as Income in the Comprehensive Operating Statement (Note 2(e) *Other Income*) and as an increase in assets in the Balance Sheet (Note 16(a) *Cash flow statement information*)).

Receivables

Receivables consist of:

- contractual receivables, which include mainly debtors in relation to goods and services, and accrued interest income; and
- statutory receivables, which include GST input tax credits recoverable.

Receivables that are contractual are classified as financial instruments. Statutory receivables are not classified as financial instruments.

Contractual receivables are classified as financial instruments and categorised as loans and receivables (refer to Note 1(h) for recognition and measurement). Statutory receivables, are recognised and measured similarly to contractual receivables (except for impairment), but are not classified as financial instruments because they do not arise from a contract.

Receivables are subject to impairment testing as described below. A provision for doubtful receivables is made when there is objective evidence that the debts will not be collected and bad debts are written off when identified.

For the measurement principle of receivables, refer to Note 1(h)

De-recognition of financial assets

A financial asset (or, where applicable, a part of a financial asset or part of a group of similar financial assets) is derecognised when:

- the rights to receive cash flows from the asset have expired; or
- the Authority retains the right to receive cash flows from the asset, but has assumed an obligation to pay them in full without material delay to a third party under a 'pass through' arrangement; or
- the Authority has transferred its rights to receive cash flows from the asset and either:
 - (a) has transferred substantially all the risks and rewards of the asset, or
 - (b) has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

Where the Authority has neither transferred nor retained substantially all the risks and rewards or transferred control, the asset is recognised to the extent of the Authority's continuing involvement in the asset.

Impairment of financial assets

At the end of each reporting period, the Authority assesses whether there is objective evidence that a financial asset or group of financial assets is impaired. All financial instrument assets, except those measured at fair value through profit or loss, are subject to annual review for impairment.

Receivables are assessed for bad and doubtful debts on a regular basis. Those bad debts considered as written off by mutual consent are classified as a transaction expense. The bad debts not written off by mutual consent and allowance for doubtful receivables are classified as other economic flows in the net result.

The amount of allowance is the difference between the financial assets' carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate.

In assessing impairment of statutory (non-contractual) financial assets, which are not financial instruments, the Authority applies professional judgement in assessing materiality and using estimates, averages and computational methods in accordance with AASB 136 *Impairment of Assets*.

(j) Non-financial assets

Property, plant and equipment

All non-current physical assets are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is acquired for no or nominal cost, the cost is the fair value at the date of acquisition.

The initial cost for non-financial physical assets under a finance lease (refer to Note 1(l)) is measured at amounts equal to the fair value of the leased asset or, if lower, the present value of the minimum lease payments, each determined at the inception of the lease.

Non-financial physical assets such as land are measured at fair value with regard to the property's highest and best use after due consideration is made for any legal or constructive restrictions imposed on the asset and public announcements or commitments made in relation to the intended use of the asset. Theoretical opportunities that may be available in relation to the asset are not taken into account until it is virtually certain that the restrictions will no longer apply.

The fair value of plant, equipment and vehicles is normally determined by reference to the asset's depreciated replacement cost. For plant, equipment and vehicles, existing depreciated historical cost is generally a reasonable proxy for depreciated replacement cost because of the short lives of the assets concerned.

The cost of constructed non-financial physical assets includes the cost of all materials used in construction, direct labour on the project, and an appropriate proportion of variable and fixed overheads.

For the accounting policy on impairment of non-financial physical assets, refer to impairment of non-financial assets under Note 1(g) *Impairment of non-financial assets*.

Leasehold improvements

The cost of leasehold improvements is capitalised as an asset and depreciated over the remaining term of the lease or the estimated useful life of the improvements, whichever is the shorter.

Revaluations of non-financial physical assets

Non-financial physical assets are measured at fair value on a cyclical basis, in accordance with Financial Reporting Directions (FRD's) issued by the Minister for Finance. A full revaluation normally occurs every five years, based upon the asset's government purpose classification, but may occur more frequently if fair value assessments indicate material changes in values. Independent valuers are used to conduct these scheduled revaluations and any interim revaluations are determined in accordance with the requirements of the FRDs.

Revaluation increases or decreases arise from differences between an asset's carrying value and fair value.

Net revaluation increases (where the carrying amount of a class of assets is increased as a result of a revaluation) are recognised in 'Other economic flows – other movements in equity' and accumulated in equity under the revaluation surplus, except that the net revaluation increase shall be recognised in the net result to the extent that it reverses a net revaluation decrease in respect of the same class of property, plant and equipment previously recognised as an expense (other economic flows) in the net result.

Net revaluation decreases are recognised in 'Other economic flows – other movements in equity' to the extent that a credit balance exists in the asset revaluation surplus in respect of the same class of property, plant and equipment. Otherwise, the net revaluation decreases are recognised immediately as other economic flows in the net result. The net revaluation decrease recognised in 'Other economic flows – other movements in equity' reduces the amount accumulated in equity under revaluation surplus.

Revaluation increases and decreases relating to individual assets within a class of property, plant and equipment, are offset against one another within that class but are not offset in respect of assets in different classes. Any revaluation surplus is not normally transferred to accumulated funds on de-recognition of the relevant asset.

Other non-financial assets

Prepayments

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

(k) Liabilities

Payables

Payables consist of:

- contractual payables, such as accounts payable, and unearned income. Accounts payable represent liabilities for goods and services provided to the Authority prior to the end of the financial year that are unpaid, and arise when the Authority becomes obliged to make future payments in respect of the purchase of those goods and services; and
- statutory payables, such as goods and services tax and fringe benefits tax payables.

Contractual payables are classified as financial instruments and categorised as financial liabilities at amortised cost (refer to Note 1(h) *Financial instruments*). Statutory payables are recognised and measured similarly to contractual payables, but are not classified as financial instruments and not included in the category of financial liabilities at amortised cost, because they do not arise from a contract.

Borrowings

All interest bearing liabilities are initially recognised at fair value of the consideration received, less directly attributable transaction costs (refer also to Note 1(l) *Leases*). The measurement basis subsequent to initial recognition depends on whether the Authority has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit or loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

Provisions

Provisions are recognised when the Authority has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting period, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows, using a discount rate that reflects the time value of money and risks specific to the provision.

When some or all of the economic benefits required to settle a provision are expected to be received from a third party, the receivable is recognised as an asset if it is virtually certain that recovery will be received and the amount of the receivable can be measured reliably.

Employee benefits

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and time in lieu for services rendered to the reporting date.

(i) Wages and salaries, annual leave and time-in-lieu

Liabilities for wages and salaries, including non-monetary benefits and annual leave and time-in-lieu expected are recognised in the provision for employee benefits, classified as current liabilities. Those liabilities which are expected to be settled within 12 months of the reporting period, are measured at their nominal values. Those liabilities that are not expected to be settled within 12 months are also recognised in the provision for employee benefits as current liabilities, but are measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

(ii) Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Unconditional LSL is disclosed in the notes to the financial statements as a current liability, even where the Authority does not expect to settle the liability within 12 months because it will not have the unconditional right to defer the settlement of the entitlement should an employee take leave within 12 months.

The components of this current LSL liability are measured at:

- present value – component that the Authority does not expect to settle within 12 months; and
- nominal value – component that the Authority expects to settle within 12 months.

Conditional LSL is disclosed as a non-current liability. There is an unconditional right to defer the settlement of the entitlement until the employee has completed the requisite years of service. This non-current LSL liability is measured at present value.

Any gain or loss following revaluation of the present value of non-current LSL liability is recognised as a transaction, except to the extent that a gain or loss arises due to changes in bond interest rates for which it is then recognised as an other economic flow (refer to Note 1(g))

(iii) Termination benefits

Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. The Authority recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after balance sheet date are discounted to present value.

(iv) Employee benefits on-costs

Employee benefits on-costs (payroll tax, workers compensation, superannuation) are recognised separately from provision for employee benefits.

(l) Leases

A lease is a right to use an asset for an agreed period of time in exchange for payment.

Leases are classified at their inception as either operating or finance leases based on the economic substance of the agreement so as to reflect the risks and rewards incidental to ownership. Leases of property, plant and equipment are classified as finance infrastructure leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership from the lessor to the lessee. All other leases are classified as operating leases.

Finance leases

At the commencement of the lease term, finance leases are initially recognised as assets and liabilities at amounts equal to the fair value of the lease property or, if lower, the present value of the minimum lease payment, each determined at the inception of the lease. The lease asset is accounted for as a non-financial physical asset and depreciated over the shorter of the estimated useful life of the asset or the term of the lease.

Minimum finance lease payments are apportioned between reduction of the outstanding lease liability and periodic finance expense which is calculated using the interest rate implicit in the lease and charged directly to the comprehensive operating statement. Contingent rentals associated with finance leases are recognised as an expense in the period in which they are incurred.

Operating leases

Operating lease payments, including any contingent rentals, are recognised as an expense in the comprehensive operating statement on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset. The leased asset is not recognised in the balance sheet.

(m) Equity

Contributions by owners

Operating grant funding received for the purchase of assets is treated as contributed capital and designated as contribution by owners.

(n) Commitments

Commitments for future expenditure including operating and capital commitments arising from contracts. These commitments are disclosed by way of a note (refer to Note 13) at their nominal value and inclusive of the goods and services tax (GST) payable. In addition, where it is considered appropriate and provides additional relevant information to users, the net present values of significant individual projects are stated. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

(o) Contingent assets and contingent liabilities

Contingent assets and contingent liabilities are not recognised in the balance sheet, but are disclosed by way of a note (refer to Note 14) and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

(p) Accounting for goods and services tax (GST)

Income, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case, it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the taxation authority, are presented as operating cash flow.

Commitments and contingent assets or liabilities are also stated inclusive of GST.

(q) Events after the reporting period

Assets, liabilities, income or expenses arise from past transactions or other past events. Where the transactions result from an agreement between the Authority and other parties, the transactions are only recognised when the agreement is irrevocable at or before the end of the reporting period. Adjustments are made to amounts recognised in the financial statements for events which occur after the reporting period and before the date the financial statements are authorised for issue, where those events provide information about conditions which existed in the reporting period. Note disclosure is made about events between the end of the reporting period and the date the financial statements are authorised for issue where the events relate to conditions which arose after the end of the reporting period and which may have a material impact on the results of subsequent reporting periods.

(r) AASs issued that are not yet effective

Certain new AASs have been published that are not mandatory for the 30 June 2013 reporting period. Department of Treasury and Finance (DTF) assesses the impact of these new standards and advises the Authority of their applicability and early adoption where applicable.

As at 30 June 2013, the following standards and interpretations (applicable to Authorities) had been issued but were not yet effective for the financial year ending 30 June 2013. The Authority has not early-adopted these standards.

Standard/ Interpretation	Summary	Applicable for annual reporting periods beginning on	Impact on the Authorities financial statements
AASB 9 Financial instruments	This standard simplifies requirements for the classification and measurement of financial assets resulting from Phase 1 of the IASB's project to replace IAS 39 Financial Instruments: Recognition and Measurement (AASB 139 Financial Instruments: Recognition and Measurement).	1 Jan 2015	Subject to AASB's further modifications to AASB 9, together with the anticipated changes resulting from the staged projects on impairments and hedge accounting, details of impacts will be assessed.
AASB 13 Fair Value Measurement	This Standard outlines the requirements for measuring the fair value of assets and liabilities and replaces the existing fair value definition and guidance in other Australian accounting standards. AASB 13 includes a 'fair value hierarchy' which ranks the valuation technique inputs into three levels using unadjusted quoted prices in active markets for identical assets or liabilities; other observable inputs; and unobservable inputs.	1 Jan 2013	Disclosure for fair value measurements using unobservable inputs are relatively detailed compared to disclosure for fair value measurements using observable inputs. Consequently, the Standard may increase the disclosures required for assets measured using depreciated replacement cost.

Note 2. Income from transactions

	2013 \$'000	2012 \$'000
(a) Grants and other transfers		
Department of Justice		
– Operating grant income	45,042	36,807
– Volunteer and other grants	3,512	3,112
Other State Government entities/agencies		
– Melbourne Water	542	571
– Transport Accident Commission	3,110	3,026
– Other	283	69
Commonwealth Departments	62	0
Other	49	0
Total grants and other transfers	52,600	43,585
(b) Sale of services		
Provision of services	25	41
Total sale of services	25	41
(c) Interest income		
Interest from financial assets not at fair value through P/L:		
– Interest on bank and term deposits	1,014	1,379
Total interest income	1,014	1,379
(d) Fair value of assets not previously recognised		
Fair value of assets not previously recognised (i)	150	1,659
Total fair value of assets not previously recognised	150	1,659
(e) Other income		
Sponsorship	513	488
Donations	70	210
Unit Contributions for assets and equipment	600	1,048
Other income	878	1,390
Change in unit cash balances	1,174	1,447
Total other income	3,235	4,583

Note:

(i) The Authority undertook an asset stocktake in June 2013 and identified a number of assets not previously recognised. These assets have been recorded at their fair value.

Note 3. Expenses from transactions

	Notes	2013 \$'000	2012 \$'000
(a) Employee expense			
Post-employment benefits:			
– Defined contribution superannuation plans	11	(1,149)	(1,041)
– Defined benefit superannuation expense	11	(85)	(88)
Termination benefits		(10)	(28)
Salaries, wages and long service leave		(17,256)	(15,766)
Total employee expenses		(18,500)	(16,923)
(b) Depreciation expense			
Depreciation of property, plant, equipment and vehicles			
– Buildings & leasehold improvements		(750)	(581)
– Plant, equipment and vehicles		(4,774)	(3,872)
Total depreciation expense		(5,524)	(4,453)
(c) Grants			
Grants to Local Government		(1,724)	(1,690)
Total grants		(1,724)	(1,690)
(d) Interest expense			
Finance lease costs		(360)	(376)
Other finance costs		(15)	(9)
Total interest expense		(375)	(385)

	Notes	2013 \$'000	2012 \$'000
(e) Other operating expenses			
Supplies and services:			
– Contractors and professional services		(4,250)	(5,675)
– Building service and maintenance expenses		(2,084)	(2,046)
– Travel and associated costs		(607)	(1,639)
– Printing, stationery and other office expenses		(1,033)	(1,088)
– Postage and communication expenses		(5,143)	(5,168)
– Vehicle expenses		(1,329)	(1,523)
– Technology services costs		(3,954)	(2,363)
– Protective clothing		(818)	(992)
– Emergency rescue equipment		(1,915)	(2,844)
– Training (volunteers and staff)		(2,122)	(1,701)
– Other		(574)	(288)
Total supplies and services		(23,829)	(25,327)
Operating lease rental expenses			
– Minimum lease payments		(129)	(162)
Total operating lease rental expenses		(129)	(162)
Total other operating expenses		(23,958)	(25,489)

Note 4. Other economic flows included in net results

	2013 \$'000	2012 \$'000
(a) Net gain on non-financial assets		
Net gain on disposal of physical assets	16	71
Total net gain on non-financial assets	16	71
(b) Other gains/(losses) from other economic flows		
Net gain/(loss) from revaluation of long service leave liability (i)	27	(115)
Total other gain from other economic flows	27	(115)

Note:

(i) Revaluation gain/(loss) due to changes in bond rates.

Note 5. Receivables

	2013 \$'000	2012 \$'000
Current receivables		
<i>Contractual</i>		
Accrued interest income	53	113
Other receivables (i)	548	888
	601	1,001
<i>Statutory</i>		
GST recoverable (Net)	404	403
Other receivables	0	40
	404	443
Total current receivables	1,005	1,444
Total receivables	1,005	1,444

Note:

(i) The average credit period on sale of services is 30 days. No interest is charged on other receivables.

(a) Ageing analysis of contractual receivables

Please refer to Table 15.4 in Note 15 for the ageing analysis of contractual receivables.

(b) Nature and extent of risk arising from contractual receivables

Please refer to Note 15(b) for the nature and extent of credit risk arising from contractual receivables.

Note 6. Other non-financial assets

	2013 \$'000	2012 \$'000
Current other non-financial assets		
Prepayments	734	437
Total current other non-financial assets	734	437
Total other non-financial assets	734	437

Note 7. Property, plant and equipment

Table 7.1 Classification by 'Purpose Group' – Public Safety and Environment. Gross carrying amounts, accumulated depreciation and net carrying amounts (i)

	Gross carrying amounts		Accumulated depreciation		Net carrying amounts	
	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000
Nature based classification						
Land	9,170	9,170	0	0	9,170	9,170
Buildings and leasehold improvements	16,105	14,674	(2,283)	(1,597)	13,822	13,077
Plant, equipment and vehicles	44,675	42,184	(13,437)	(11,203)	31,238	30,981
Leased vehicles	5,862	5,660	(2,402)	(1,730)	3,460	3,930
Assets under construction	6,686	3,896	0	0	6,686	3,896
Total property, plant and equipment	82,498	75,584	(18,122)	(14,530)	64,376	61,054

Note:

(i) Property, plant and equipment are classified primarily by the 'purpose' for which assets are used, according to one of six purpose groups based upon government purpose classifications (GPC). All assets within a purpose group are further sub categorised according to the asset's nature (i.e. land, buildings, plant and equipment etc), with each sub-category being classified as a separate class of asset for financial reporting purposes.

Table 7.2 Movements in carrying value

	Land at fair value		Buildings and leasehold improvements		Plant, equipment and vehicles		Leased vehicles		Assets under construction		Total	
	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000
Opening balance	9,170	9,137	13,077	10,446	30,981	23,516	3,930	3,536	3,896	5,754	61,054	52,389
Additions	0	0	0	0	0	0	1,062	1,853	8,635	10,301	9,427	12,154
Transfers in/(out) of assets under construction	0	33	1,519	3,212	4,056	8,914	0	0	(5,575)	(12,159)	0	0
Disposals	0	0	(24)	0	(280)	(242)	(427)	(453)	0	0	(731)	(695)
Asset stocktake additions (iii)	0	0	0	0	150	1,659	0	0	0	0	150	1,659
Depreciation expense	0	0	(750)	(581)	(3,669)	(2,866)	(1,105)	(1,006)	0	0	(5,524)	(4,453)
Closing balance	9,170	9,170	13,822	13,077	31,238	30,981	3,460	3,930	6,686	3,896	64,376	61,054

Notes:

- (i) The scheduled full revaluation for this purpose group was conducted in 2011.
- (ii) Fair value assessments have been performed for all other classes of assets and the decision was made that movements were not material (less than or equal to 10%) to require a full revaluation.
- (iii) The Authority undertook an asset stocktake in June 2013 and identified a number of assets not previously recognised. These assets have been recorded at their fair value.

The useful lives of assets used in the calculation of depreciation are disclosed in Note 1(f) Expenses from transactions.

Aggregated depreciation recognised as an expense during the year is disclosed in Note 3 Expenses from transactions.

Land and buildings carried at fair value

An independent valuation of the Authority's land and buildings was performed by the Valuer-General Victoria to determine the fair value of the land and buildings. The valuation, which conforms to Australian Valuation Standards, was determined by reference to the amounts for which assets could be exchanged between knowledgeable willing parties in an arm's length transaction. Fair value is determined by direct reference to recent market transactions on arm's length terms for land and buildings of comparable size and location to the Authority. The valuation was based on independent assessments. The effective date of the valuation is 30 June 2011.

Note 8. Payables

	2013 \$'000	2012 \$'000
Current payables		
Contractual		
Supplies and services	4,808	5,628
	4,808	5,628
Statutory		
Other taxes payable	137	109
Total current payables	4,945	5,737
Total payables	4,945	5,737

(a) Maturity analysis of contractual payables

Please refer to Table 15.5 in Note 15 for maturity analysis of contractual payables.

(b) Nature and extent of risk arising from contractual payables

Please refer to Note 15 for the nature and extent of risk arising from contractual payables.

Note 9. Borrowings

	Notes	2013 \$'000	2012 \$'000
Current borrowings			
Finance lease liabilities (i)	12	1,891	1,561
Total current borrowings		1,891	1,561
Non-current borrowings			
Finance lease liabilities (i)	12	1,937	2,581
Total non-current borrowings		1,937	2,581
Total borrowings		3,828	4,142

Note:

(i) Secured by assets leased. Finance leases are effectively secured as the rights to the leased assets revert to the lessor in the event of default.

(a) Maturity analysis of borrowings

Please refer to Table 15.5 for maturity analysis of borrowings.

(b) Nature and extent of risk arising from borrowings

Please refer to Note 15 for the nature and extent of risk arising from borrowings.

(c) Defaults and breaches

During the current and prior year, there were no defaults or breaches.

Note 10. Provisions

	Notes	2013 \$'000	2012 \$'000
Current provisions			
Employee benefits (i) – annual leave (iv)	10(a)		
Unconditional and expected to be settled within 12 months (ii)		1,531	1,326
Employee benefits (i) – long service leave	10(a)		
Unconditional and expected to be settled within 12 months (ii)		364	315
Unconditional and expected to be settled after 12 months (iii)		749	659
		2,644	2,300
Provisions related to employee benefit on-costs	10(a)		
Unconditional and expected to be settled within 12 months (ii)		326	301
Unconditional and expected to be settled after 12 months (iii)		129	123
		455	424
Total current provisions		3,099	2,724
Non-Current provisions			
Employee benefits (i) Long Service Leave (iii)	10(a)	760	594
Employee benefits on costs (iii)	10(a)	131	111
Total non-current provisions		891	705
		3,990	3,429
Total provision		3,990	3,429
(a) Employee benefits and related on-costs			
Current employee benefits			
Annual leave entitlements (iv)		1,531	1,326
Long service leave entitlements		1,113	974
		2,644	2,300
Non-current employee benefits			
Long service leave entitlements		760	594
Total employee benefits		3,404	2,894
Current on-costs	10(b)	455	424
Non-current on-costs	10(b)	131	111
Total on-costs		586	535
		3,990	3,429
Total employee benefits and related on-costs		3,990	3,429

Notes:

- (i) Provision for employee benefits consist of amounts for annual leave, time-in-lieu and long service leave accrued by employees, not including on-costs.
- (ii) The amounts disclosed are nominal amounts.
- (iii) The amounts disclosed are discounted to present values.
- (iv) Annual leave includes annual leave and time-in-lieu entitlements.

(b) Movement in Provisions	On-costs 2013 \$'000	On-costs 2012 \$'000
Opening balance	535	513
Additional provisions recognised	242	220
Reductions arising from payments / other sacrifices of future economic benefits	(191)	(198)
Closing balance	586	535
Current	455	424
Non-current	131	111
Total movement in provision	586	535

Note 11. Superannuation

Employees of the Authority are entitled to receive superannuation benefits and the Authority contributes to both defined benefit and defined contribution plans. The defined benefit plans provide benefits based on years of service and final average salary.

The Authority does not recognise any defined benefit liability in respect of the defined benefit plan because the entity has no legal or constructive obligation to pay future benefits relating to its employees; its only obligation is to pay superannuation contributions as they fall due. The Department of Treasury and Finance recognises and discloses the State's defined benefit liabilities in its disclosure for administered items.

However, superannuation contributions paid or payable for the reporting period are included as part of employee expense in the comprehensive operating statement of the Authority.

The name, details and amounts expenses in relation to the major employee superannuation funds and contributions made by the Authority are as follows:

Fund	Contribution Paid for the Year	
	2013 \$'000	2012 \$'000
Defined benefits plan:		
State Superannuation Fund – Revised and New (i)	85	88
Defined contribution plans:		
VicSuper	797	715
Other	352	326
Total	1,234	1,129

Note:

(i) The bases for determining the level of contributions is determined by the various actuaries of the superannuation plans.

Note 12. Leases

Finance leases

Leasing arrangements

Finance leases relate to motor vehicles with lease terms of 3 to 5 years. The Authority has options to purchase the motor vehicles for a nominal amount at the conclusion of the lease agreements.

	Notes	Minimum future lease payments		Present value of minimum future lease payments	
		2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000
Finance lease liabilities payable					
Not longer than 1 year		2,126	1,892	1,891	1,561
Longer than 1 year and not longer than 5 years		2,062	2,795	1,937	2,581
Minimum future lease payments (i)		4,188	4,687	3,828	4,142
Less future finance charges		(360)	(545)	0	0
Present value of minimum lease payments		3,828	4,142	3,828	4,142
Included in the financial statements as:					
Current borrowings lease liabilities	9			1,891	1,561
Non-current borrowing lease liabilities	9			1,937	2,581
				3,828	4,142

Note:

(i) Minimum future lease payments include the aggregate of all lease payments and any guaranteed residual.

Operating leases

Leasing arrangements

Operating leases relate to office and logistics facilities and equipment of between 1 to 10 years with options to extend. The Authority does not have the option to purchase the leased items at the expiry of the lease period.

Note 13. Commitments for expenditure

	2013 \$'000	2012 \$'000
(a) Commitments		
Capital expenditure commitments		
Plant and equipment	2,899	2,984
Total capital expenditure commitments	2,899	2,984
Operating and lease commitments payable		
Leasing of office and logistics facilities	3,298	3,185
Total operating and lease commitments	3,298	3,185
Other commitments		
Outsourcing		
– Information Technology & Communications	2,910	4,962
– Other	543	566
Total other commitments	3,453	5,528
(b) Commitments payable		
Capital expenditure commitments		
Less than 1 year	2,899	2,984
Longer than 1 year and not longer than 5 years	0	0
5 years or more	0	0
Total capital expenditure commitments	2,899	2,984
Operating and lease commitments payable		
Less than 1 year	990	861
Longer than 1 year and not longer than 5 years	1,686	1,747
5 years or more	622	577
Total operating and lease commitments	3,298	3,185
Other commitments		
Less than 1 year	2,910	3,043
Longer than 1 year and not longer than 5 years	543	2,485
5 years or more	0	0
Total other commitments	3,453	5,528
Total commitments for expenditure (inclusive of GST)	9,650	11,697
Less GST recoverable from the Australian Taxation Office	(877)	(774)
Total commitments for expenditure (exclusive of GST)	8,773	10,923

Note:

All amounts shown in the commitments note are nominal amounts inclusive of GST.

Note 14. Contingent assets and contingent liabilities

(a) Contingent assets

There were no contingent assets at balance date 30th June 2013 (nil: 2012).

(b) Contingent liabilities

There were no contingent liabilities at balance date 30th June 2013 (nil: 2012)

Note 15. Financial instruments

(a) Financial risk management objectives and policies

The Authority's principal financial instruments comprise:

- cash and cash deposits;
- receivables (excluding statutory receivables);
- payables (excluding statutory payables); and
- finance lease payables.

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument above are disclosed in Note 1 to the financial statements.

The main purpose in holding financial instruments is to prudentially manage the Authority's financial risks within the government policy parameters.

The Authority's main financial risks include credit risk, liquidity risk and interest rate risk. The Authority manages these financial risks in accordance with its financial risk management policy.

The Authority uses different methods to measure and manage the different risks to which it is exposed. Primary responsibility for the identification and management of financial risks rests with the Board.

The carrying amounts of the Authority's contractual financial assets and financial liabilities by category are disclosed in Table 15.1 below.

Table 15.1 Categorisation of financial instruments

	Contractual financial assets – loans and receivables		Contractual financial liabilities at amortised cost		Total	
	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000
Contractual financial assets						
Cash and deposits	41,751	37,388	0	0	41,751	37,388
Receivables (i)						
– Accrued interest income	53	113	0	0	53	113
– Other receivables	548	888	0	0	548	888
Total contractual financial assets	42,352	38,389	0	0	42,352	38,389
Contractual financial liabilities						
Payables (i)						
– Supplies and services	0	0	4,808	5,628	4,808	5,628
Borrowings						
– Lease liabilities	0	0	3,828	4,142	3,828	4,142
Total contractual financial liabilities	0	0	8,636	9,770	8,636	9,770

Note:

(i) The total amounts disclosed here exclude statutory amounts (i.e. amounts owing from Victorian Government, GST input tax credit recoverable and taxes payable).

Table 15.2 Net holding gain/(loss) on financial instruments by category

	Total interest income / (expense) \$'000	Impairment loss \$'000	Total \$'000
2013			
Contractual financial assets			
Financial assets – cash and deposits	1,014	0	1,014
Total contractual financial assets	1,014	0	1,014
Contractual financial liabilities			
Financial liabilities at amortised cost	360	0	360
Total contractual financial liabilities	360	0	360
2012			
Contractual financial assets			
Financial assets – cash and deposits	1,379	0	1,379
Total contractual financial assets	1,379	0	1,379
Contractual financial liabilities			
Financial liabilities at amortised cost	376	0	376
Total contractual financial liabilities	376	0	376

The net holding gains or losses disclosed above are determined as follows:

- For cash and deposits or receivables the net gain or loss is calculated as the interest income, minus any impairment recognised in the net result.
- For financial liabilities measured at amortised cost, the net gain or loss is calculated as the interest expense, plus or minus losses arising from the revaluation of financial liabilities measured at amortised cost.

(b) Credit risk

Credit risk arises from the contractual financial assets of the Authority, which comprise cash and deposits, and non-statutory receivables. The Authority's exposure to credit risk arises from the potential default of a counterparty on their contractual obligations resulting in financial loss to the Authority. Credit risk is measured at fair value and is monitored on a regular basis.

Credit risk associated with the Authority's contractual financial assets is minimal as the debtors are mainly State and Commonwealth Governments.

In addition, the Authority does not engage in hedging for its contractual financial assets and mainly obtains contractual financial assets that are on fixed interest, except for cash assets which are mainly cash at bank. As with the policy for debtors, the Authority's policy is to only deal with banks with high credit ratings.

Provision of impairment for contractual financial assets is recognised when there is objective evidence that the Authority will not be able to collect a receivable. Objective evidence includes financial difficulties of the debtor, default payments, debts which are more than 60 days overdue, and change in debtor credit ratings.

Except as otherwise detailed in the following table, the carrying amount of contractual financial assets recorded in the financial statements, net of any allowances for losses, represents the Authority's maximum exposure to credit risk.

Table 15.3 Credit quality of contractual financial assets that are neither past due nor impaired

	Financial institutions (AAA credit rating) \$'000	Government agencies (AAA credit rating) \$'000	Other (min BBB credit rating) \$'000	Total \$'000
2013				
Contractual financial assets				
Cash and deposits	0	20,000	21,751	41,751
Receivables (i)				
Accrued interest income	0	53	0	53
Other receivables	0	293	255	548
Total contractual financial assets	0	20,346	22,006	42,352
2012				
Contractual financial assets				
Cash and deposits	0	20,000	17,388	37,388
Receivables (i)				
Accrued interest income	0	87	26	113
Other receivables	0	802	86	888
Total contractual financial assets	0	20,889	17,500	38,389

Note:

(i) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian Government and GST input tax credit recoverable).

Table 15.4 Ageing analysis of contractual financial assets

	Carrying amount \$'000	Not past due and not impaired \$'000	Past due but not impaired			Impaired financial assets \$'000
			Less than 1 month \$'000	1 to 3 months \$'000	3 months to 1 year \$'000	
2013						
Receivables (i)						
– Accrued interest income	53	53	0	0	0	0
– Other receivables	548	503	38	5	2	0
Total	601	556	38	5	2	0
2012						
Receivables (i)						
– Accrued interest income	113	113	0	0	0	0
– Other receivables	888	691	113	47	37	0
Total	1,001	804	113	47	37	0

Note:

(i) Ageing analysis of financial assets excludes statutory financial assets (e.g. amounts owing from Victorian Government and GST input tax credit recoverable).

Contractual financial assets that are either past due or impaired

As at the reporting date, there is no event to indicate that any of the financial assets were impaired.

Currently the Authority does not hold any collateral as security nor credit enhancements relating to any of its financial assets.

There are no financial assets that have had their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated. The table above discloses the ageing of financial assets that are past due but not impaired.

(c) Liquidity risk

Liquidity risk arises when the Authority would be unable to meet its financial obligations as and when they fall due. The Authority operates under the government fair payments policy of settling financial obligations within 30 days and in the event of a dispute, makes payments within 30 days from the date of resolution.

The Authority's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the Balance Sheet. The Authority manages its liquidity risk via:

- close monitoring of its short-term and long-term borrowings by senior management, including monthly reviews on current and future borrowing levels and requirements;
- maintaining an adequate level of uncommitted funds that can be drawn at short notice to meet its short term obligations;
- holding investments and other contractual financial assets which are readily tradeable in financial markets;
- careful maturity planning of its financial obligations based on forecasts of future cash flows.

The Authority's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The following table discloses the contractual maturity for the Authority's financial liabilities.

Table 15.5 Maturity analysis of contractual financial liabilities (i)

	Carrying amount \$'000	Nominal amount \$'000	Maturity dates			
			Less than 1 month \$'000	1 to 3 Months \$'000	3 Months to 1 Year \$'000	1 to 5 Years \$'000
2013						
Payables (ii)						
– Supplies and services	4,808	4,808	4,808	0	0	0
Borrowings						
– Finance lease liabilities	3,828	4,188	366	415	1,345	2,062
Total	8,636	8,996	5,174	415	1,345	2,062
2012						
Payables						
– Supplies and services	5,628	5,628	5,621	7	0	0
Borrowings						
– Finance lease liabilities	4,142	4,687	143	249	1,500	2,795
Total	9,770	10,315	5,764	256	1,500	2,795

Notes:

(i) Maturity analysis is presented using the contractual undiscounted cash flows.

(ii) The carrying amounts disclosed exclude statutory amounts (e.g. GST payables).

(d) Market risk

The Authority's exposure to market risk is primarily through interest rate risk. Objectives, policies and processes used to manage this risk are disclosed below:

Interest rate risk

Fair value interest rate risk is the risk that the fair value of a financial instrument will fluctuate because of changes in the market interest rates. The Authority does not hold any interest bearing financial instruments that are measured at fair value, therefore has nil exposure to fair value interest rate risk.

Cash flow interest rate risk is the risk that future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Authority has exposure to cash flow interest rate risks through its cash and deposits that are at floating rate. The risk is minimised by investing in some fixed rate financial instruments.

Management monitors movements in interest rates as investments approach maturity.

The carrying amounts of financial assets and financial liabilities that are exposed to interest rates are set out in Table 15.6.

Table 15.6 Interest rate exposure of financial instruments

	Weighted Average Effective Interest Rate %	Carrying Amount \$'000	Interest Rate Exposure		
			Fixed Interest Rate \$'000	Variable Interest Rate \$'000	Non-Interest Bearing \$'000
2013					
Financial assets					
Cash and deposits	3.04%	41,751	22,300	19,451	0
Receivables					
– Accrued interest income		53	0	0	53
– Other receivables		548	0	0	548
Total financial assets		42,352	22,300	19,451	601
Financial liabilities					
Payables					
– Supplies and services		4,808	0	0	4,808
Borrowings					
– Finance lease liabilities	9.27%	3,828	3,828	0	0
Total financial liabilities		8,636	3,828	0	4,808
2012					
Financial assets					
Cash and deposits	4.46%	37,388	22,300	15,088	0
Receivables					
– Accrued interest income		113	0	0	113
– Other receivables		888	0	0	888
Total financial assets		38,389	22,300	15,088	1,001
Financial liabilities					
Payables					
– Supplies and services		5,628	0	0	5,628
Borrowings					
– Finance lease liabilities	9.64%	4,142	4,142	0	0
Total financial liabilities		9,770	4,142	0	5,628

Sensitivity disclosure analysis and assumptions

The Authority's sensitivity to market risk is determined based on the observed range of actual historical data for the preceding five year period, with all variables other than the primary risk variable held constant. The Authority's fund managers cannot be expected to predict movements in market rates and prices. Sensitivity analyses shown are for illustrative purposes only. A movement of 100 basis points up and down in market interest rates (AUD) is "reasonably possible" over the next twelve months (2012: 100 basis points up and down).

Table 15.7 below discloses the impact on the Authority's net result for each category of financial instrument held by the Authority at year-end as presented to key management personnel, if the above movements were to occur.

Table 15.7 Market risk exposure – Interest rate risk sensitivity

	Carrying amount \$'000	Interest rate	
		-100 basis points	+100 basis points
		Net result / Accumulated Surplus \$'000	Net result / Accumulated Surplus \$'000
2013			
Contractual financial assets			
Cash and deposits (i)	41,751	(195)	195
Total impact	41,751	(195)	195
Contractual financial liabilities			
Borrowings (ii)	3,828	0	0
Total impact	3,828	0	0
2012			
Contractual financial assets			
Cash and deposits (i)	37,388	(151)	151
Total impact	37,388	(151)	151
Contractual financial liabilities			
Borrowings (ii)	4,142	0	0
Total impact	4,142	0	0

Notes:

(i) Cash and deposits includes \$19,451 thousand (2012: \$15,088 thousand) that is exposed to floating rate movements. Sensitivities to these movements are as follows:

- 2013: \$19,451 thousand x -0.1 = -\$195 thousand; and \$19,451 thousand x 0.1 = \$195 thousand; and
- 2012: \$15,088 thousand x -0.1 = -\$151 thousand; and \$15,088 thousand x 0.1 = \$151 thousand

(ii) Borrowings include Nil (2012: Nil) that are exposed to floating rate movements.

(e) Fair value

The Authority considers that the carrying amount of financial assets and financial liabilities recorded in the financial report to be a fair approximation of their fair values, because of the short-term nature of the financial instruments and the expectation that they will be paid in full.

Note 16. Cash flow statement information

(a) Reconciliation of cash and cash equivalents

	2013 \$'000	2012 \$'000
Total cash and deposits disclosed in the balance sheet	41,751	37,388
Balance as per cash flow statement	41,751	37,388

(b) Reconciliation of net result for the period to net cash flows from operating activities

	2013 \$'000	2012 \$'000
Net result for the period	6,986	2,263
Non-cash movements		
– (Gain)/loss on sale or disposal of non-current assets	(15)	(71)
– Depreciation of non-current assets	5,524	4,453
– Fair value of assets identified at stocktake	(150)	(1,659)
Movements in assets and liabilities		
– (Increase)/decrease in receivables	440	(104)
– (Increase)/decrease in other non-financial assets	(297)	(163)
– Increase/(decrease) in payables	(792)	(264)
– Increase/(decrease) in provisions	561	410
Net cash flows from/(used in) operating activities	12,257	4,865

Note 17. Reserves

	2013 \$'000	2012 \$'000
Physical asset revaluation reserve surplus:		
Balance at beginning of financial year	6,760	6,760
Revaluation increments/(decrements)	0	0
Balance at end of financial year	6,760	6,760
Net changes in reserves	0	0

Note 18. Ex-gratia payments

The Authority did not make any ex-gratia payments for the period ending 30 June 2013. (2012: Nil).

Note 19. Responsible persons

In accordance with the Ministerial Directions issued by the Minister for Finance under the *Financial Management Act 1994*, the following disclosures are made regarding responsible persons for the reporting period.

Names

The persons who held the positions of Ministers and Responsible Officers in the Authority are as follows:

Minister for Police and Emergency Services

The Hon. Peter Ryan, MLA	01/07/12 to 12/03/13	255 days
The Hon. Kim Wells, MLA	13/03/13 to 30/06/13	110 days

Board Members

C Higgins – Chairperson
R Jones
L Russell
B Yeoh
H Dyson

Accountable Officer of the Victoria State Emergency Service Authority

Mary Barry – Chief Executive Officer

Remuneration

Remuneration received or receivable by Responsible Persons in connection with the management of the Authority during the reporting period was in the range:

Remuneration band	2013 No.	2012 No.
\$10,000 – \$19,999	4	4
\$30,000 – \$39,999	1	1
\$260,000 – \$269,999	1	1
	6	6

Amounts relating to Ministers are reported in the financial statements of the Department of Premier and Cabinet.

Other transactions

Other related transactions and loans requiring disclosure under the directions of the Minister for Finance have been considered and there are no matters to report.

Related parties

Ms Claire Higgins, who is the Authority's Chairperson, is also the acting Chairperson of the Country Fire Authority and a Director of Ambulance Victoria.

During the financial year, the Authority and the Country Fire Authority conducted business transactions at arm's length and on normal commercial terms.

Mr Lawrence Russell is a SES volunteer and the Unit Controller for the Wyndham / Wyndham West SES unit.

Note 20. Remuneration of executives and payments to other personnel

The numbers of executive officers, other than Ministers and Responsible Officers, and their total remuneration during the reporting period are shown in the first two columns in the table below in their relevant income bands. The base remuneration of executive officers is shown in the third and fourth columns. Base remuneration is exclusive of bonus payments, long-service leave payments, redundancy payments and retirement benefits.

Income band	Total remuneration		Base remuneration	
	2013 No.	2012 No.	2013 No.	2012 No.
\$110,000 - \$119,999	0	0	1	0
\$120,000 - \$129,999	1	0	0	0
\$150,000 - \$159,999	0	0	0	1
\$160,000 - \$169,999	0	1	1	2
\$170,000 - \$179,999	1	2	1	0
\$180,000 - \$189,999	1	0	1	1
\$190,000 - \$199,999	1	1	0	0
Total numbers	4	4	4	4
Total annualised employee equivalents (i)(ii)	3.59	4	3.59	4
Total amount	712,062	700,055	672,424	661,921

Notes:

(i) Annualised employee equivalent is based on working 38 ordinary hours per week over the reporting period.

(ii) The SES Executive role of Director Emergency Management Planning & Communications was vacant for the period 2/2/2013 to 16/5/2013.

Note 21. Remuneration of auditors

	2013 \$'000	2012 \$'000
Victorian Auditor General's Office		
– Audit of the financial statements	57	55
	57	55

Note 22. Subsequent events

There has not arisen any item, transaction or event of a material or unusual nature, likely, in the opinion of the Board, to affect significantly the operations of the Victoria State Emergency Service Authority, the results of those operations, or the state of affairs of the Authority, in subsequent financial years.

Note 23. Glossary of terms and style conventions

Amortisation

Amortisation is the expense which results from the consumption, extraction or use over time of a non-produced physical or intangible asset.

Borrowings

Borrowings refers to interest-bearing liabilities mainly raised from public borrowings raised through the Treasury Corporation of Victoria, finance leases and other interest-bearing arrangements. Borrowings also include non-interest-bearing advances from government that is acquired for policy purposes.

Comprehensive result

The net result of all items of income and expense recognised for the period. It is the aggregate of operating result and other non-owner movements in equity.

Commitments

Commitments include those operating, capital and other outsourcing commitments arising from non-cancellable contractual or statutory sources.

Depreciation

Depreciation is an expense that arises from the consumption through wear or time of a produced physical or intangible asset. This expense is classified as a 'transaction' and so reduces the 'net result from transaction'.

Effective interest method

The effective interest method is used to calculate the amortised cost of a financial asset and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial instrument or, where appropriate, a shorter period to the net carrying amount of the financial asset or financial liability.

Employee benefits expenses

Employee benefits expenses include all costs related to employment including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, defined benefits superannuation plans, and defined contribution superannuation plans.

Ex-gratia payments

Ex-gratia payment is the gratuitous payment of money where no legal obligation exists.

Financial asset

A financial asset is any asset that is:

- (a) cash;
- (b) an equity instrument of another entity;
- (c) a contractual or statutory right:
 - to receive cash or another financial asset from another entity; or
 - to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity; or
- (d) a contract that will or may be settled in the entity's own equity instruments and is:
 - a nonderivative for which the entity is or may be obliged to receive a variable number of the entity's own equity instruments; or
 - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

Financial instrument

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets or liabilities that are not contractual (such as statutory receivables or payables that arise as a result of statutory requirements imposed by governments) are not financial instruments.

Financial liability

A financial liability is any liability that is:

- (a) A contractual obligation:
 - (i) to deliver cash or another financial asset to another entity; or
 - (ii) to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity; or
- (b) A contract that will or may be settled in the entity's own equity instruments and is:
 - (i) a non-derivative for which the entity is or may be obliged to deliver a variable number of the entity's own equity instruments; or
 - (ii) a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments. For this purpose the entity's own equity instruments do not include instruments that are themselves contracts for the future receipt or delivery of the entity's own equity instruments.

Financial statements

Depending on the context of the sentence where the term 'financial statements' is used, it may include only the main financial statements (i.e. comprehensive operating statement, balance sheet, cash flow statements, and statement of changes in equity); or it may also be used to replace the old term 'financial report' under the revised AASB 101 (September 2007), which means it may include the main financial statements and the notes.

Grants and other transfers

Transactions in which one entity provides goods, services, assets (or extinguishes a liability) or labour to another entity without receiving approximately equal value in return. Grants can either be operating or capital in nature.

While grants to governments may result in the provision of some goods or services to the transferor, they do not give the transferor a claim to receive directly benefits of approximately equal value. For this reason, grants are referred to by the AASB as involuntary transfers and are termed non-reciprocal transfers. Receipt and sacrifice of approximately equal value may occur, but only by coincidence. For example, governments are not obliged to provide commensurate benefits, in the form of goods or services, to particular taxpayers in return for their taxes.

Grants can be paid as general purpose grants which refer to grants that are not subject to conditions regarding their use. Alternatively, they may be paid as specific purpose grants which are paid for a particular purpose and/or have conditions attached regarding their use.

General government sector

The general government sector comprises all government departments, offices and other bodies engaged in providing services free of charge or at prices significantly below their cost of production. General government services include those which are mainly non-market in nature, those which are largely for collective consumption by the community and those which involve the transfer or redistribution of income. These services are financed mainly through taxes, or other compulsory levies and user charges.

Interest expense

Costs incurred in connection with the borrowing of funds includes interest on bank overdrafts and short term and long term borrowings, amortisation of discounts or premiums relating to borrowings, interest component of finance leases repayments, and the increase in financial liabilities and non-employee provisions due to the unwinding of discounts to reflect the passage of time.

Interest income

Interest income includes unwinding over time of discounts on financial assets and interest received on bank term deposits and other investments.

Net result

Net result is a measure of financial performance of the operations for the period. It is the net result of items of income, gains and expenses (including losses) recognised for the period, excluding those that are classified as 'other non-owner changes in equity'.

Net result from transactions/net operating balance

Net result from transactions or net operating balance is a key fiscal aggregate and is income from transactions minus expenses from transactions. It is a summary measure of the ongoing sustainability of operations. It excludes gains and losses resulting from changes in price levels and other changes in the volume of assets. It is the component of the change in net worth that is due to transactions and can be attributed directly to government policies.

Net worth

Assets less liabilities, which is an economic measure of wealth.

Non-financial assets

Non-financial assets are all assets that are not 'financial assets'. It includes inventories, land, buildings, infrastructure, road networks, land under roads, plant and equipment, investment properties, cultural and heritage assets, intangible and biological assets.

Other economic flows

Other economic flows are changes in the volume or value of an asset or liability that do not result from transactions. It includes:

- gains and losses from disposals, revaluations and impairments of non-financial physical and intangible assets;
- actuarial gains and losses arising from defined benefit superannuation plans;
- fair value changes of financial instruments and agricultural assets; and
- depletion of natural assets (non-produced) from their use or removal.

Payables

Includes short and long term trade debt and accounts payable, grants, taxes and interest payable.

Receivables

Includes amounts owing from government through appropriation receivable, short and long term trade credit and accounts receivable, accrued investment income, grants, taxes and interest receivable.

Sales of goods and services

Refers to income from the direct provision of goods and services and includes fees and charges for services rendered, sales of goods and services, fees from regulatory services and work done as an agent for private enterprises. It also includes rental income under operating leases and on produced assets such as buildings and entertainment, but excludes rent income from the use of non-produced assets such as land. User charges includes sale of goods and services income.

Supplies and services

Supplies and services generally represent cost of goods sold and the day-to-day running costs, including maintenance costs, incurred in the normal operations of the Authority.

Transactions

Transactions are those economic flows that are considered to arise as a result of policy decisions, usually an interaction between two entities by mutual agreement. They also include flows within an entity such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the government and taxpayers. Transactions can be in kind (e.g. assets provided/given free of charge or for nominal consideration) or where the final consideration is cash. In simple terms, transactions arise from the policy decisions of the government.

Style conventions

Figures in the tables and in the text have been rounded. Discrepancies in tables between totals and sums of components reflect rounding. Percentage variations in all tables are based on the underlying unrounded amounts.

The notation used in the tables is as follows:

..	zero, or rounded to zero
(xxx.x)	negative numbers
201x	year period
201x-1x	year period

The financial statements and notes are presented based on the illustration for a government department in the 2012–13 Model Report for Victorian Government departments. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of the Authority's annual reports.

Disclosure Index

The Annual Report of the Victoria State Emergency Service Authority is prepared in accordance with all relevant Victorian legislation. This index has been prepared to facilitate identification of the Authority's compliance with statutory disclosure requirements.

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Legislation

Freedom of Information Act 1982

Building Act 1993

Financial Management Act 1994

Protected Disclosure Act 2012

Victorian Industry Participation Policy Act 2003

Revive Laser Digital is Certified Carbon Neutral under the National Carbon Offset Standard (NCOS), an Australian Government Initiative. Revive Laser Digital 100–140gsm is 100% recycled and FSC Recycled Certified. Revive Laser Digital 300gsm is 70% recycled and is FSC Mix Certified. No bleaching occurs in the recycling process and Revive Laser Digital is manufactured in Australia by an ISO 14001 Certified mill. Sales of Revive supports Landcare Australia.





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