

APPENDICES

1. LEGISLATION

During 2007-2008, the Maritime Authority of NSW trading as NSW Maritime, administered or operated under the following legislation:

Navigation Act 1901

Maritime Services Act 1935

Marine Pilotage Licensing Act 1971

Commercial Vessels Act 1979

Marine Pollution Act 1987

Marine Safety Act 1998

Marine Safety Legislation (Lakes Hume and Mulwala) Act 2001

Ports and Maritime Administration Act 1995.

The Marine Safety Act 1998 is partially

commenced. When fully commenced it will repeal and replace the *Navigation Act*, *Maritime Services Act*, *Marine Pilotage Licensing Act* and *Commercial Vessels Act* and the regulations under those Acts.

CHANGES TO LEGISLATION

The following changes to Marine Legislation occurred during the year:

DATE	LEGISLATION	ACTION
1 October 2007	<i>Commercial Vessels (Certificates of Competency and Safety Manning) Regulation 1986</i> <i>Commercial Vessels (Load Lines) Regulation 1986</i> <i>Commercial Vessels (Permits) Regulation 1986</i>	<i>Commercial Vessels Legislation (Fees, Charges and Expenses) Regulation 2007</i> Increase certain fees, expenses and charges generally in line with movements in the CPI.
1 October 2007	<i>Water Traffic Regulations – NSW</i> <i>Management of Waters and Waterside Lands Regulations – NSW</i>	<i>Maritime Services Legislation Amendment (Fees) Regulation 2007</i> Increase certain fees generally in line with movements in the CPI.
28 December 2007	<i>Water Traffic Regulations – NSW</i>	<i>Water Traffic Amendment (Penalty Notices) Regulation 2007</i> To enable penalty notices to be issued for offences under Regulation 15(2)(b) relating to navigating a vessel other than a personal watercraft at speed within 30 metres of any person in the water.
25 January 2008	<i>Marine Safety Act 1998</i>	<i>Road Transport Legislation (Breath Testing and Analysis) Act 2007</i> Amendments with respect to the measurement of concentrations of alcohol in breath samples.
28 March 2008	<i>Boating (Safety Equipment) Regulation – NSW</i>	<i>Boating (Safety Equipment) Regulation – NSW Boating (Safety Equipment) Amendment Regulation 2008</i> Change the requirements relating to the type of emergency position indicating radio beacon (EPIRB) to be carried on certain vessels.
01 July 2008	<i>Marine Safety Act 1998</i>	<i>Marine Safety Amendment Act 2008</i> Amendments to improve vessel safety regimes, increase penalties for safety related offences and include a direction giving power.

2. FREEDOM OF INFORMATION

All Freedom of Information (FOI) matters pertaining to NSW Maritime are handled by:

Freedom of Information Coordinator
NSW Maritime
Locked Bag 5100
CAMPERDOWN NSW 1450
Phone: (02) 9563 8648

The Freedom of Information Coordinator may be contacted between the hours of 8.30am and 4.30pm, Monday to Friday to obtain or inspect copies of documents held by NSW Maritime which are the subject of an FOI application.

FREEDOM OF INFORMATION STATISTICS

The following statistics have been prepared in relation to Freedom of Information applications received by NSW Maritime for the period 1 July 2007 to 30 June 2008.

	FOI REQUESTS	PERSONAL	OTHER	TOTAL
Section A				
A1.	New (including transferred in)	4	36	40
A2.	Brought forward	0	4	4
A3.	Total to be processed	4	40	44
A4.	Completed	4	37	41
A5.	Transferred out	0	0	0
A6.	Withdrawn	0	2	2
A7.	Total processed	4	37	41
A8.	Unfinished (carried forward)	0	1	1

	RESULTS OF FOI REQUESTS	PERSONAL	OTHER	TOTAL
Section B				
B1.	Granted in full	0	13	13
B2.	Granted in part	3	14	17
B3.	Refused	1	10	11
B4.	Deferred	0	0	0
B5.	Completed	4	37	41

	PERSONAL	OTHER	TOTAL	
Section C				
C1.	Ministerial Certificates issued	0	0	0

	PERSONAL	OTHER	TOTAL	
Section D				
D1.	Number of requests requiring formal consultation	1	10	11

	RESULT OF AMENDMENT REQUEST	PERSONAL	OTHER	TOTAL
Section E				
E1.	Result of amendment – agreed	0	0	0
E2.	Result of amendment –ww refused	0	0	0
E3.	TOTALS	0	0	0

		PERSONAL	OTHER	TOTAL
Section F				
F1.	Number of requests for notation	0	0	0

	FOI REQUESTS	PERSONAL	OTHER
Section G			
G1.	Section 19 (Application incomplete, wrongly directed)	0	0
G2.	Section 22(3) (Deposit not paid)	0	0
G3.	Section 22(1) (Diversion of resources)	1	3
G4.	Section 25(1)(a) (Exempt)	3	20
G5.	Section 25(1) (b) (c) (d) (Otherwise available)	0	0
G6.	Section 28(1) (Documents not held)	0	1
G7.	Section 24 (2) (Deemed refused over 21 days)	0	0
G8.	Section 31(4) (Released medical practitioner)	0	0
G9.	TOTALS	4	24

		FEES RECEIVED	COSTS ASSESSED	COSTS RECEIVED
Section H				
H1.	All completed requests	\$1350.00	\$1320.00	\$1320.00

	DISCOUNTS ALLOWED	PERSONAL	OTHER
Section I			
I1.	Public interest	0	0
I2.	Financial Hardship – Pensioner/Child	0	0
I3.	Financial Hardship – Non Profit Organisation	0	0
I4.	TOTALS	0	0
I5.	Significant correction of personal records	0	0

	DAYS TO PROCESS	PERSONAL	OTHER
Section J			
J1.	0 – 21 days	2	16
J2.	22 – 35 days	1	10
J3.	Over 35 days	1	11
J4.	TOTALS	4	37

	DAYS TO PROCESS	PERSONAL	OTHER
Section K			
K1.	0 – 10 hours	2	26
K2.	11 – 20 hours	0	7
K3.	21 – 40 hours	2	3
K4.	Over 40 hours	0	1
K5.	TOTALS	4	37

	REVIEWS AND APPEALS	PERSONAL		OTHER	
Section L					
L1.	Number of internal reviews finalised	0		1	
L2.	Number of Ombudsman's reviews finalised	0		0	
L3.	Number of District Court appeals finalised	0		0	
	GROUNDS OF INTERNAL REVIEW RESULTS	PERSONAL DECISION UPHELD	DECISION VARIED	OTHER DECISION UPHELD	DECISION VARIED
L4.	Access refused	0	0	1	0
L5.	Deferred	0	0	0	0
L6.	Exempt matter	0	0	0	0
L7.	Unreasonable charges	0	0	0	0
L8.	Changes unreasonably incurred	0	0	0	0
L9.	Amendment refused	0	0	0	0
L10.	TOTALS	0	0	1	0

FREEDOM OF INFORMATION STATISTICAL COMPARISONS

FOI REQUESTS	PERSONAL		OTHER		TOTAL	
	2006-2007	2007-2008	2006-2007	2007-2008	2006-2007	2007-2008
New (including transferred in)	2	4	42	36	44	40
Brought forward (incomplete requests from previous year)	0	0	5	4	5	4
Total to process	2	4	47	40	49	44
Completed	2	4	44	37	46	47
Transferred out	0	0	0	0	0	0
Withdrawn	0	0	2	2	2	2
Total processed	2	4	44	37	46	41
Unfinished (carried forward)	0	0	3	1	3	1

RESULTS OF FOI REQUESTS	PERSONAL		OTHER	
	2006-2007	2007-2008	2006-2007	2007-2008
Grant in full	2	0	18	13
Grant in part	0	3	14	14
Refused	0	1	12	10
Deferred	0	0	0	0
Completed	2	4	44	37

BASIS OF DISALLOWING OR RESTRICTING ACCESS	PERSONAL		OTHER	
	2006-2007	2007-2008	2006-2007	2007-2008
Section 19 (application incomplete, wrongly directed)	0	0	0	0
Section 22 (deposit not paid)	0	0	0	0
Section 25 (1) (a1) (unreasonable diversion of resources)	0	1	3	3
Section 25 (1) (a) (exempt)	0	3	12	20
Section 25 (1) (b), (b1), (c), (d) (otherwise available)	0	0	0	0
Section 28 (1) (b) (documents not held)	0	0	11	1
Section 24 (2) (deemed refused, over 21 days)	0	0	0	0
Section 31 (4) (released to medical practitioner)	0	0	0	0
TOTALS	1	4	36	24

DAYS TO PROCESS	PERSONAL		OTHER	
	2006-2007	2007-2008	2006-2007	2007-2008
0-21	1	2	18	16
22-35	0	1	13	10
Over 35	1	1	13	11
Over 21(out of time)	0	0	0	0
Over 35 (out of time)	0	0	0	0
TOTALS	2	4	44	37

HOURS TO PROCESS	PERSONAL		OTHER	
	2006-2007	2007-2008	2006-2007	2007-2008
0-10	2	2	44	26
11-20	0	0	0	7
21-40	0	2	0	3
Over 40	0	0	0	1
TOTALS	2	4	44	37

TYPE OF DISCOUNT ALLOWED ON FEES CHARGED	PERSONAL		OTHER	
	2006-2007	2007-2008	2006-2007	2007-2008
Public interest	0	0	1	0
Financial hardship – Pensioner/Child	0	0	2	0
Financial hardship – Non-profit organisation	0	0	0	0
TOTALS	0	0	3	0
Significant correction of personal records	0	0	0	0

GROUNDS ON WHICH INTERNAL REVIEW DETERMINED	PERSONAL				OTHER			
	UPHELD		VARIED		UPHELD		VARIED	
	2006-2007	2007-2008	2006-2007	2007-2008	2006-2007	2007-2008	2006-2007	2007-2008
Access refused	0	0	0	0	2	1	0	0
Deferred release	0	0	0	0	0	0	0	0
Exempt matter	0	0	0	0	0	0	0	0
Unreasonable estimate of charges	0	0	0	0	0	0	0	0
Charges unreasonably incurred	0	0	0	0	0	0	0	0
Amendment	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	2	1	0	0

3. LEGAL INFORMATION

Prosecutions Conducted

During 2007-2008, NSW Maritime dealt with 27 breaches of the marine legislation by way of Court Attendance Notice action in various Local Courts throughout NSW.

4. PUBLICATIONS

Brochures & Fliers

- Aquatic Events
- Aquatic Licences
- Australian Builders Plate
- Bars ‘n’ Boats – A Safety Guide
- Be Bright – Be Safe at Night
- Be Responsible Near Whales and Dolphins
- Big Ships, Small Boats
- Boatcode Agents
- Boating Handbook
- Boat Ramp Etiquette
- Boating on Iron Cove
- Boating Safety Certificate

- Boatcode Built-In Security For Your Boat
- Boating Maps and Safety Videos – order form
- Boatsmart – Boats and Alcohol Caution
- Boatsmart from the Start – Know when to wear your lifejacket
- Buying or Registering a Vessel
- Carbon Monoxide
- Determining the Length of your Vessel
- Don’t Make Waves
- Go Easy on the Drink
- Hypothermia
- I’ve Gone Boating (Magnet)
- Leave only water in your wake
- Manly Wharf (Flier)
- Maritime Infrastructure Program
- Maritime Skills
- Mooring Licence Conditions
 - Private Mooring Licence Conditions
 - Commercial Mooring Licence Standard Conditions

- Noise Annoys
- Pittwater No Wash Zone
- Proof of Identity and the Use of Personal Information under The Privacy Act 1998
- Safety Equipment Checklist
- Safety Information
- Sailboarding in the waters of Sydney Harbour
- Small Craft Safety
- Some People Go Overboard – Overloading Boats
- Take Charge of your Discharge
- Take Charge of your Discharge on Lake Macquarie
- Take Note When Hiring a Boat
- Tide Tables 2008 – 2009 for NSW (annual)
- Traffic Co-ordination on Parramatta River
- Traffic Separation on Middle Harbour
- Transit Zone Under Sydney Harbour Bridge

- Wash Your Boat
- What to Know Before You Tow
- Your Boating Fees at Work

Posters

- Always check the weather before and during boating
- BoatSMART from the Start – Know when to wear your lifejacket
- Boat suitability – know the wind and wave limits
- Capsize is a major contributor to boating fatalities
- Excessive wash can cause nuisance, annoyance or danger
- Go Easy on the Drink
- Keep carbon monoxide levels at a minimum and prevent poisoning
- Lifejackets compulsory when crossing bars
- Make sure when towing that it is safe
- Preserve the aquatic environment for future generations

Publications

- Annual Report

- Maritimes Newsletter
- Boating Maps

Stickers

- Bar Crossing
- Be Responsible near Whales/Dolphins
- Bin Your Butts
- BoatSMART from the Start – Know when to wear your lifejacket
- Bow Riding
- Capacity Plate
 - Under 6 metres
 - Over 6 metres
 - Flybridge
 - Inflatable
- Drowning is Uncool
- Go Easy on the Drink
- Hypothermia – Cold Water Kills
- Kids in Boats
- Navigation Rules/Advisory Signs/Warning Signals/Remember
- Ride Smart – PWC Behaviour
- Row Smart

- Safe Boating Buoyage System
- Safe Boating Navigation Marks
- Safety Check
- Safety Check – offshore
- Water-Ski Hand Signals
- Whale Watching

5. CONSULTANTS

NSW Maritime engaged eight consultancies. Of these, three were valued over \$30,000. They were:

\$175,000 – Independent Pricing and Regulatory Tribunal for a Review of the Port Botany Transport Interface (stage 2)

\$109,500 – PricewaterhouseCoopers for facilitation of a stakeholders' forum and review

\$40,700 – Centre for International Economics for a review in relation to Port Botany

The remaining five consultancies were engaged in planning activities at a cost of \$75,500.

Total consultancy costs were \$400,700.

6. OVERSEAS VISITS

The following officers undertook overseas visits during 2007-2008 as part of the process of initial survey of new vessel construction. All costs were paid by the relevant clients.

SURVEYOR / NAVAL ARCHITECT TRAVELLING	DATE OF TRIP FROM	DATE OF TRIP TO	COUNTRY OF TRIP	CITY OF TRIP
Vikram Malhotra	14/08/2007	16/08/2007	New Zealand	Auckland
Graeme Dear	27/08/2007	1/09/2007	Taiwan	Taipei
Simon Robards	28/11/2007	30/11/2007	New Zealand	Auckland
Graeme Dear	10/12/2007	15/12/2007	Taiwan	Taipei
Ravi Pendharkar	31/03/2008	9/04/2008	Taiwan	Taipei and Tainan
Simon Robards	28/04/2008	2/05/2008	Taiwan	Kaohsiung

7. SIGNIFICANT COMMITTEES

- **Asia-Pacific Economic Cooperation Taskforce** – *Chris Oxenbould/Steve Dunn*
- **Australian Maritime Group** – *Chris Oxenbould/Steve Dunn, Tony Middleton*
- **Bays Precinct and Barrangaroo Taskforce** – *Chris Oxenbould/Steve Dunn*
- **CEO Counter Terrorism Coordination Group** – *Chris Oxenbould/Steve Dunn*
- **CEO Network Committee** – *Chris Oxenbould/Steve Dunn*
- **Commercial Vessels Advisory Group** – *John Dikkenberg/Craig Whitmore (Chair), Shankar Ramanathan, Jean-Marie Sauzier, Steve Brown, Craig Purdon, Chris Bolton, Jacqueline Argles (Secretary)*
- **Government Licensing Project Steering Committee** – *Chris Oxenbould/Steve Dunn*
- **Maritime Consultative Committee** – *Brian Stanwell (Chair), Sue Ohanian, Ellery Hickson, Michael Fleming (Australian Maritime Officers' Union), Naomi Arrowsmith (Australian Services Union), Paul Garret (Maritime Union of Australia)*
- **Metro CEO Meeting** – *Chris Oxenbould/Steve Dunn*
- **National Marine Safety Committee** – *Chris Oxenbould/Steve Dunn, Tony Middleton*
- **Maritime Ministerial Advisory Committee** – *Chris Oxenbould/Steve Dunn*
- **NSW National Plan Executive Committee** – *Chris Oxenbould/Steve Dunn, Tony Middleton*
- **NSW Water Safety Advisory Council** – *Brett Moore*
- **Port Botany Logistics Taskforce** – *Chris Oxenbould/Steve Dunn*
- **Recreational Vessels Advisory Group** – *Brett Moore (Chair), Ed Kwanten, Megan Turnbull (Secretary)*
- **Sharing Sydney Harbour Access Program Grants Committee** – *Bruce Green*
- **State Emergency Management Committee** – *Chris Oxenbould/Steve Dunn*
- **State Human Influenza Pandemic Taskforce** – *Tony Middleton, Shayne Wilde*
- **Transport Chief Executive Officer's Cluster Group** – *Chris Oxenbould/Steve Dunn*
- **Transport Chief Executive Officer's Security Committee** – *Chris Oxenbould/Steve Dunn*
- **Transport Regulators Executive Committee** – *Chris Oxenbould/Steve Dunn, Tony Middleton*
- **Transport Services Functional Area Committee** – *Brett Moore*

INTERNAL:

- **Audit Committee** – *Brian Stanwell (Chair), Patrick Low, Bruce Green, Chris Oxenbould/Steve Dunn, Brett Moore, Tony Middleton, Melinda McCabe, Sue Ohanian, Tony Dever*
- **Commercial Vessels Incident Review Committee** – *John Dikkenberg/Craig Whitmore (Chair), Warren Wilson, Shankar Ramanathan, Trevor Williams, Craig Purdon*
- **Equity and Diversity Committee** – *Brian Stanwell (Chair), Sue Ohanian, Nelly Felczynski, Judith Webster, Neil Patchett, Carl Vlazny, Marilyn Hart, Michelle Egan*
- **Executive Management Committee** – *Chris Oxenbould/Steve Dunn (Chair), Brett Moore, Tony Middleton, Brian Stanwell, Patrick Low, Bruce Green, John Dikkenberg/Craig Whitmore*
- **MIP Assessment Committee** – *John Dikkenberg/Craig Whitmore (Chair), Lisa Anderson (Secretary) Brett Moore, Terry Young, Peter Maunder*

- **Risk Management Committee** – *Brian Stanwell (Chair), Lisa Anderson, Nicola Wass, Victor Brunetti, Warren Wilson, Craig Purdon, John Sturday, Wayne Chandler (GIO-TMF)*
- **IT Steering Committee** – *Brian Stanwell (Chair), Steve Potter (Secretary), Melinda McCabe, Rob Lea, Kumar Sundaram, Ann Waddington, Neil Patchett.*

8. MARITIME MINISTERIAL ADVISORY COMMITTEE

Members of the Maritime Ministerial Advisory Committee are:

Darren Vaux

Chair

BIA Director, Chairman Marina Owners Association, Director Empire Marinas

John Barbouttis

Commodore, Royal Motor Yacht Club

Marcus Blackmore AM

Chairman, Blackmores Ltd

Michael Chapman

President, Boat Owners' Association of NSW

David Cribb

Chief Executive, NSW Charter Vessel Association

Kay Cottee AO

Managing Director, Sailaus

Jeff d'Albora

Director, Dalcorp Pty Ltd

Peter Fitzhenry

Bruce Schumacher

Chairman, Advisory Council on Recreational Fishing

Graeme Veitch

9. GRANTS TO NON-GOVERNMENT COMMUNITY ORGANISATIONS

A total grant of \$1,306,900 was made to the Volunteer Marine Rescue Council of NSW for distribution during the year.

Funding was allocated to volunteer rescue agencies who submitted they would spend the money on:

ASSOCIATION		GRANT
Total funding made available:		\$1,306,900
Volunteer Rescue Association		\$287,518
Replacement Vessel at Point Danger	\$70,078	
SARcc Communication Upgrade at Shoalhaven	\$3,092	
Base level Capital funding for 12 units @ \$2,456 per unit: Tweed Coast, Brunswick Heads, Nambucca, Wooli, Woolgoolga, Port Macquarie, Camden Haven, Terrigal, Norah Head, Hawkesbury River, Tuross & Narooma	\$29,469	
Operational support funds	\$68,972	
Funding to support Competency Based Training	\$115,907	
Australian Volunteer Coast Guard		\$444,346
Replace Cat 2 Vessel Illuka/Yamba	\$65,000	
Replace Cat 2 Vessel Port Jackson	\$65,000	
Repairs to jet propulsion unit Kingscliff	\$10,000	
Re-engineer pods and re-power Cat 3 Vessel Swansea	\$8,000	
Replace radio tower SARcc Port Kembla	\$10,000	
Reserve contingency	\$623	
Operational support funds North NSW Squadron	\$21,341	
Operational support funds Sydney Squadron	\$28,862	
Operational support funds Illawarra Squadron	\$10,518	
Operational support funds Insurances	\$43,292	
Operational support funds State Council	\$2,580	
Funding to support Competency Based Training	\$179,130	
Royal Volunteer Coastal Patrol		\$575,036
Replace Cat 1 Vessel Tuggerah Lakes	\$20,000	
Replace Cat 2 Vessel Broken Bay	\$20,000	
Upgrade Hull Cat 2 Vessel Central Coast	\$20,000	
Upgrade Cat 2 Vessel Sydney	\$15,000	
Upgrade Nav Equipment Cat 2 Vessel Batemans Bay	\$8,000	
Base upgrade Kioloa	\$20,000	
Base upgrade Cape Byron	\$20,000	
Communications upgrade Newcastle	\$10,000	
Communications upgrade Sussex Inlet	\$8,000	
Base level Capital funding - Northern	\$32,139	
Base level Capital funding - Southern	\$32,139	
Operational support funds	\$137,944	
Funding to support Competency Based Training	\$231,814	

A total of 81 applications were received for Maritime Infrastructure Program, Sharing Sydney Harbour Access Program and Better Boating Program funding. Grants totalling approximately \$3.2 million were approved for 46 projects to government and non-government organisations (NGO). Grants to NGOs included the following:

APPLICANT	PROJECT NAME	ESTIMATED COST	MIP/SSHAP GRANT
Gosford Sailing Club	Public Sewage Pumpout	\$991,000	\$45,000
Griffith Sailing Club	Extension of retaining wall, new boat ramp and sealed road access	\$75,232	\$27,482

10. GUARANTEE OF SERVICE

NSW Maritime sets internal customer service standards in relation to customer transactions, responses to client submissions, and the quality of information and educational material provided. Through education, appropriate staffing and the review and re-engineering of business processes, NSW Maritime is continually reviewing areas of service for improvement.

11. DELIVERY OF ELECTRONIC SERVICES

NSW Maritime provides its customers with electronic access to a number of its products and services. Customers have been able to renew a variety of products electronically for sometime and by 30 June 2008 more than half of the relevant product renewals were made electronically.

Customers also have access to a significant amount of boating and safety information online, including the Boating Handbook, Boating Safety Course, other publications and also the purchase of products such as boating maps and DVD. There were more than 2,800,000 page views and more than 44,100,000 page hits.

12. PRIVACY AND PERSONAL INFORMATION PROTECTION ACT 1998

In accordance with the requirements of the *Privacy and Personal Information Protection Act 1998* (the Privacy Act), NSW Maritime has prepared and implemented a Privacy Management Plan.

NSW Maritime views its responsibilities under the Privacy Act seriously and makes every effort to clearly disclose the following to its customers:

- The uses that will be made of any personal information they provide by way of details on Application Forms and Proof of Identity documents
- The Use of Personal Information as provided for under the Privacy Act.

13. NUMBER OF EMPLOYEES BY CATEGORY AND COMPARISON TO THE PREVIOUS THREE YEARS

	JUNE 2005	JUNE 2006	JUNE 2007	JUNE 2008
Senior Executive Service (SES)	7	7	8	6
Senior Officer	1	1	1	3
Recreational Boating & Regional Services	145.5	145.63	147.56	171.20
Corporate Services	41.5	42.80	48	44.22
Policy & Business Improvement	N/A	16.00	N/A	N/A
Commercial Vessels	31.93	35.49	44	29.20
Maritime Property	45.7	49.75	45.75	36.65
Ports & Shipping (formerly Shipping, Security & Environment)	28.7	27.73	30.64	18.25
Ministerial & Executive Unit/ Office of the Chief Executive/ Minister's Office	N/A	14	11.6	N/A*
Policy & Strategy*	N/A	N/A	1	26
	310	323.40	330	334.53

* As a result of an organisational restructure in late 2007, the Ministerial Unit/Office of the Chief Executive, the Legal Branch and the Corporate Planner became part of the Policy & Strategy Division.

14. SENIOR EXECUTIVE SERVICE

Chief Executive and SES positions at each level	JUNE 2006	JUNE 2007	JUNE 2008
8	0	0	0
7	0	0	0
6	1	1	2
5	0	0	0
4	0	0	0
3	3	4	4
2	3	3	2
1	0	0	0

NB: This table represents the number of established SES positions. As at 30 June 2007 there were 2 vacancies.

	JUNE 2006	JUNE 2007	JUNE 2008
Number of SES positions filled by women:	0	0	0

15. CHIEF EXECUTIVE'S PERFORMANCE STATEMENT

Name: Chris Oxenbould

Position: Chief Executive

Position Level: SES 6

Period in the Position: 1 July 2007 to 28 March 2008

Remuneration Package

(including allowances): \$357,600 pa

Mr Oxenbould was NSW Maritime's Chief Executive from 1 October 2004 until his retirement on 28 March 2008.

Mr Oxenbould's achievements included the adoption of the Commercial Lease Policy and major community consultation with NSW Maritime's stakeholders.

Name: Steve Dunn

Position: Acting Chief Executive

Position Level: SES Level 6

Period in the Position: 29 March 2008 to 30 June 2008

Remuneration Package

(including allowances): \$284,950 pa

Mr Dunn was appointed Acting Chief Executive of NSW Maritime from 29 March 2008 upon Chris Oxenbould's retirement. Mr Dunn was involved in reforms to marine safety laws to support the passing of the *Marine Safety Amendment Act 2008*.

16. CREDIT CARD CERTIFICATION

As required by Treasurer's Direction 205.01, the Chief Executive of NSW Maritime certifies that credit card usage has been in accordance with the appropriate Government policy, Premier's memoranda and Treasurer's Directions.

17. COMMUNITY AFFAIRS – ETHNIC AFFAIRS PRIORITIES STATEMENT (EAPS) INITIATIVES FOR 2008–2009

ACTION	RESPONSIBLE OFFICER	IMPLEMENTATION DATE	PERFORMANCE INDICATOR
Conduct a review of the effectiveness of NSW Maritime EAPS and its implementation	Corporate Planner	March 2009	Review completed and recommendations made to improve effectiveness of EAPS
Develop new agency-wide EAPS strategy and integrate it with other planning documents	Corporate Planner	June 2009	New policy developed and integrated
Source training provider and deliver multi-tiered cross-cultural training across the organisation	Manager Human Resources	June 2009	Training delivered

18. EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATISTICS

A. Trends in the Representation of EEO Groups

% OF TOTAL STAFF

	BENCHMARK OR TARGET	2005	2006	2007	2008
EEO Group					
Women	50%	41%	43%	44%	43%
Aboriginal people and Torres Strait Islanders	2%	1.5%	0.7%	0.7%	0.6%
People whose first language was not English	20%	12%	11%	11%	12%
People with a disability	12%	6%	8%	7%	7%
People with a disability requiring work-related adjustment	7%	3.3%	4%	3.3%	3.3%

B. Trends in the Distribution of EEO Groups

DISTRIBUTION INDEX

	BENCHMARK OR TARGET	2005	2006	2007	2008
EEO Group					
Women	100	77	80	81	82
Aboriginal people and Torres Strait Islanders	100	n/a	n/a	n/a	n/a
People whose first language was not English	100	110	105	104	102
People with a disability	100	108	98	97	97
People with a disability requiring work-related adjustment	100	n/a	n/a	n/a	n/a

Notes:

- Staff numbers are as at 30 June.
- Excludes casual staff
- A Distribution Index of 100 indicates that the centre of the distribution of the EEO group across salary levels is equivalent to that of other staff. Values less than 100 mean that the EEO group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indicating that the EEO group is less concentrated at lower salary levels. The Distribution Index is automatically calculated by the software provided by the Department of Premier and Cabinet.
- The Distribution Index is not calculated where EEO group or non-EEO group numbers are less than 20.

19. LAND REGISTER

NSW Maritime continued to provide the details of land that is vested in, owned, occupied or controlled by it for inclusion in a central database into the Government Property Register, as the single source of the whole-of-government property data in accordance with Section 17 of the *Annual Reports (Statutory Bodies) Act 1984*.

20. PROPERTY DISPOSALS

Ten properties having an approximate combined area of 57.9509 hectares were either sold or transferred to Port Kembla Port Corporation. This area of land is located within the Inner Harbour of Port Kembla, which includes all rail and road infrastructure and will be mainly redeveloped to accommodate the relocation of vehicle imports currently undertaken at Glebe Island and White Bay terminals in Sydney Harbour.

The remaining areas have also been identified for port associated activities.

In addition, NSW Maritime received approximately 35 requests from adjoining residential owners to acquire their private reclamations which are presently held under lease. A procedure is presently being considered in the event NSW Maritime decides to disposal of any private reclamation in the future. In accordance with State Government guidelines, NSW Maritime is required to obtain a fair market return in the disposal of its assets.

21. ASSET ACQUISITION

Minor Works

Expenditure on minor works totalled \$5.5 million. The main items of expenditure were:

- New signage that conforms to international standards as part of ongoing replacement program
- Upgrade of 300 lights with LED technology, 100 buoys and 41 piles using plastic designs
- Replacement of two patrol vessels and two personal watercraft

- Refurbishment of 10 patrol vessels
- Purchase of 47 outboard engines
- Upgrade of network hardware and desktop computers
- Purchase of latest version of SAP licence software
- Improvement of mooring facilities at Myall Lakes and Swansea Flats
- Refurbishment of regional operational centres at Tweed Heads, Tamworth, Blacktown and Batemans Bay
- Motor vehicle replacements.

Major Works

Total capital expenditure (including minor works) for the year totalled \$19.6 million compared to a budget of \$22.9 million. The budget variance was related to certain projects being delayed and will be carried over into future years. The projects under budget included the refurbishment of the Rozelle Bay office, Eden Cargo Storage Facility and Ballast Point.

COMPLETED WORKS – MAJOR PROJECTS

PROJECT	DESCRIPTION	2007-2008 ACTUAL COST \$ MILLION	ESTIMATED TOTAL COST \$ MILLION	COMPLETION DATE
Manly Wharf	Refurbishment and enhancement of Manly Wharf	1.890	16.654	2008

WORKS-IN-PROGRESS – MAJOR PROJECTS

PROJECT NAME	DESCRIPTION	2007-2008 ACTUAL COST \$ MILLION	ESTIMATED TOTAL COST \$ MILLION	COMPLETION DATE
Commuter and Charter	Wharf signage program	0.288	0.438	2008
Relocation of Nowra Office	NSW Maritime Nowra office	0.545	0.400	2008
Commuter Wharf Upgrade	Upgrade of wharves owned by NSW Maritime	1.731	12.151	2011
Commuter Wharf Upgrade	Upgrade of wharves transferred from Councils	4.897	9.320	2010
Property Management	Property system upgrade	0.220	0.731	2009

Significant maintenance works carried out during the year included:

- Wharf maintenance works - \$4.1M

– Taronga Zoo Wharf – \$0.1M

– Cremorne Point Milson Rd – \$0.1M

– Other Commuter wharves – \$2.1M

– Other wharves – \$1.8M

- Remediation works at Rozelle Bay maritime precinct – \$2.4M.

22. ENERGY MANAGEMENT

NSW Maritime is committed to achieving savings in energy usage and sustained energy management principles. The Rozelle Bay office sources six per cent of its electricity from renewable sources. This has lowered costs and achieved a reduction of greenhouse gas emissions.

The Authority has over 1000 solar powered lights and beacons throughout NSW.

A solar collector was relocated to the main carpark to feed energy directly into the grid.

In 2007-2008, energy consumption at the Rozelle Bay office and workshops increased by 3.5 per cent compared to the previous year. Additional car park lighting and street lighting along James Craig Road have contributed to total energy usage.

The Maritime Trade Towers currently purchases eight per cent of its power from renewable sources, an increase of two per cent from 2006-2007. The Maritime Trade Towers has a 4 star Australian Building Greenhouse rating, up from 3.5 in 2006-2007. The installation of smart metering reporting of both energy and water consumption has allowed the building management to closely monitor usage.

23. HERITAGE ASSETS

NSW Maritime continued to update its Heritage and Conservation Register.

The major task for the year involved the identification of the approximately 85 heritage items which are owned or maintained by NSW Maritime. Some of the fixed items include commuter wharves

at Manly, Circular Quay and Man O' War Steps; the former commercial trading wharves at Woolloomooloo, Walsh Bay and Balls Head; seawalls and railings at Circular Quay; harbour obelisks such as Searles Monument and the Bradleys Head stone pillar; and the Port Kembla Heritage Precinct. An example of some of the movable heritage items is the figurehead of the former pilot boats Captain Cook 2 and Captain Cook 3.

The Heritage and Conservation Register is due for completion in late 2008 when information for all items will be completed in accordance with the requirements of the State Heritage Inventory Database.

24. WASTE REDUCTION & PURCHASING POLICY

Further revisions were carried out to the Waste Reduction and Purchasing Plan. All offices recycle waste paper, cardboard, toner cartridges and comingles when a recycling system is available.

The waste management system at Rozelle Bay was revised to improve services to the Superyacht facility. The cardboard recycling capacity of the site was doubled and comingle capacity tripled. Rozelle Bay continued to provide a high percentage of the Authority's office paper and cardboard waste sent for recycling. During the year, 12.1 tonnes of white paper, 7.2 tonnes of mixed paper and 6.2 tonnes of cardboard were collected from Rozelle Bay along with 1.0 tonnes of comingles.

Recycling initiatives include the continued operation of a worm farm to recycle food waste from the canteen at the Rozelle Bay office.

The Maritime Trade Towers have an active waste reduction and recycling program.

During 2007-08 recycling was up from 66 per cent last financial year to 81 per cent. Tenants at the Maritime Trade Towers were encouraged to recycle by the placement of appropriate bins within each tenancy:

- Glass bottles, aluminium cans, PET and milk cartons, plastic lunch containers and paper cups, etc
- Paper and cardboard
- Putrifiable waste to land fill.

25. PESTICIDE USE NOTIFICATION PLAN

NSW Maritime has a Pesticide Use Notification Plan. Pesticides used are primarily to control vegetation on road verges, boundary fences, lawns, garden beds and paved areas; rodents such as rats and mice along waterfront areas; and termite infestation in timber wharves and jetties.

Appropriate signage is displayed warning the public of pesticide use and to date no complaints have been received.

26. CONTRACTING AND MARKET TESTING POLICY

All contracts for the engagement of external contractors and/or consultants were undertaken in accordance with government guidelines that require:

- 1 written proposal for assignments costing less than \$30,000
- 3 written proposals for assignments greater than \$30,000 and less than \$150,000
- An open tender process for assignments costing greater than \$150,000.

27. ACCOUNT PAYMENT PERFORMANCE

	SEP 07	%	DEC 07	%	MAR 08	%	JUN 08	%	TOTAL	%
Schedule of Accounts Payable										
Current within due date (no.)	4,205	88	4,056	86	4,069	84	4,108	85	16,438	86
<30 days overdue	426	9	466	10	556	12	567	11	2,015	10
31-60 days overdue	78	1	89	2	123	2	77	2	367	2
61-90 days overdue	35	1	33	1	51	1	35	1	154	1
>90 days overdue	52	1	43	1	61	1	47	1	203	1
Total payable	4,796		4,687		4,860		4,834		19,177	
Accounts paid per quarter										
% of accounts paid on time		88		86		84		85		86
Total amount of accounts paid on time (\$)	52,623,569		34,414,946		55,634,975		37,850,439		180,523,930	
Total amount of accounts paid (\$)	54,738,246		36,860,936		64,646,486		43,476,367		199,722,034	
% of amounts paid on time		96		93		86		87		90

28. INVESTMENT PERFORMANCE

NSW Maritime placed funds in four NSW Treasury Corporation Hour-Glass investment facilities – Cash Facility, Bond Market Facility, Medium Term Growth Facility and Long Term Growth Facility.

NSW Maritime retains funds for the following purposes:

- Payment of operating distributions to the NSW Treasury (1 August and 1 December each year)
- Progress payments on major projects

- Cash backing for employee entitlements (annual leave, long service leave)
- Bonds against completion of certain stages of major projects (King Street Wharf)
- Sundry security deposits from developers, lessees and clients
- Progress payments for the Maritime Infrastructure Program
- Cash backing for the pre-30 June 1995 workers' compensation and dust and diseases provisions

- Boating fees received in advance (second and third year of three year licences).

29. DEBT MANAGEMENT PERFORMANCE

NSW Maritime's major external debt is for the sub-lease of the Maritime Trade Towers, 207 Kent Street, Sydney, which is being repaid over 25 years. The 2007-2008 principal payment of \$2.0 million was repaid in March 2008 and the outstanding balance is \$8.5 million.

Returns from the individual Hour-Glass investment facilities were:

	2007 %	2008 %
Cash Facility	6.4	6.8
Bond Market Facility	4.7	5.0
Medium Term Growth Facility	8.5	(0.6)
Long Term Growth Facility	13.8	(10.3)

30. BUDGET

INCOME STATEMENT	2007-2008 BUDGET \$000	2007-2008 ACTUAL \$000	2008-2009 BUDGET \$000
Revenue			
Rendering of services:			
Port management	1,129	1,393	1,212
Channel fees	7,452	7,666	7,706
Drivers licences	15,732	15,941	16,832
Boat registrations	17,489	18,254	18,039
Moorings	6,988	7,049	6,949
Commercial vessel charges	3,415	2,714	3,452
Rental income:			
Rentals	49,126	53,099	52,304
Investment income:			
Interest on investments	6,264	3,086	5,147
Other income:			
Other	6,566	10,366	9,813
Grants and contributions	23,400	8,066	340
Total revenue:	137,561	127,634	121,794
Expenses:			
Employee related expenses	34,472	33,800	34,507
Superannuation expenses	2,954	4,239	1,930
Services contractors	16,885	18,408	16,635
Materials	1,337	1,235	1,377
Utilities and communications	2,875	2,738	2,904
Administration	8,564	9,793	9,955
Depreciation and amortisation	7,661	8,264	9,695
Grants and contributions	11,619	2,011	2,025
Maritime Infrastructure Program	1,700	1,986	3,000
Financial expenses	18,260	18,331	19,783
Audit fees – audit of financial report	200	164	162
Loss/(gain) on disposal of assets	(84)	38	62
Assets written off or transferred	0	385	0
Total expenses:	106,443	101,392	102,035
Net profit for the period	31,118	26,242	19,759

Explanation for variations to income and expenditure items

The major variations to income and expenditure are as follows:

Rental income – Actual 2007-2008 income was higher on property income from the Maritime Trade Towers and the Rozelle Bay super yacht facility.

Investment income – Actual 2007-2008 income was lower due to lower than expected returns on the TCorp Hour-Glass Medium and Long Term Growth Facilities.

Other income – Actual 2007-2008 Other includes a revaluation increment on assets classified as investments properties.

Grants and contributions (income) – Budget 2007-2008 included anticipated proceeds from the developer of one of the agency's major capital works, King Street Wharf. The proceeds depended on certain stages of the project being completed. These stages were not finalised by 30 June 2008.

Grants and contributions (expenses) – Budget 2007-2008 (as per the reason stated above).

Superannuation expenses – Actual 2007-2008 includes a superannuation funding deficit caused by an unfavourable restatement of the agency's superannuation assets.

Note. The presentation style of the budget financial statements is as follows:

Income Statement – Follows the format of the published financial statements, rather than the brief statement provided in Budget Paper No. 3, Volume 2.

Cash Flow Statement – Follows the format of Budget Paper No. 3, Volume 2, but uses the descriptions provided in the published financial statements.

Balance Sheet – Follows the format of Budget Paper No. 3, Volume 2, but uses the descriptions provided in the published financial statements.

31. MINISTERIALS

Ministerial communication is created through correspondence sent directly to the Minister for Ports and Waterways or through another Member of Parliament. There were 1429 items of Ministerial correspondence for the year which included 94 items relating to major port matters.

32. MEDIA ACTIONS

NSW Maritime is committed to improving communications with stakeholders and the public through publications, events, advertising, marketing and issues management. This communication effort includes liaison with media. The Communications Unit handled more than 300 media actions for the year ranging from promoting awareness of safety compliance campaigns through regular radio spots to providing public information on maritime incidents.

33. RESEARCH AND DEVELOPMENT

Seawall Habitat Project

The Seawall Habitat project is a three-year project with the University of Sydney's Centre for Research on Ecological Impacts of Coastal Cities. NSW Maritime is a project partner along with the Department of Environment and Climate Change, Department of Primary Industries, Sydney Ports, Wyong Shire Council, Mosman Council, North Sydney Council, Hornsby Council and Bio-Analysis Pty Ltd.

The project is investigating the importance of seawalls as habitat for intertidal and sub-tidal marine plants and animals.

The project is providing practical solutions to maintaining biodiversity and has examined, for example, the benefits of embedding 'rock-pools' into new sandstone seawalls. This is particularly important as artificial foreshores make up more than 50 per cent of urbanised waterways.

The project seeks to provide reliable and robust information about the ecological effects of building seawalls and altering shorelines, and also practical solutions to maintaining biodiversity. One of the key project aims to assist stakeholders, including the maritime community, in making decisions when considering shoreline alterations.

Vegetation Mapping

NSW Maritime in collaboration with Sydney Metropolitan Catchment Management Authority, the Department of Primary Industries, the Royal Botanic Gardens and various Sydney Harbour councils, completed the second and final stages of two significant vegetation mapping projects for Sydney Harbour and its tributaries.

The project provides high resolution mapping of both estuarine and foreshore vegetation of Sydney Harbour and its tidal tributaries to inform and facilitate decision making for all stakeholders, including land owners, applicants, councils and other agencies.

Stage two for both the foreshore and estuarine mapping projects involved the analysis of mapping data as well as the development of mapping products and tools.

Three comprehensive scientific reports on vegetation mapping, one each for foreshore (terrestrial including mangrove), saltmarsh and seagrass vegetation have been completed and are now ready for public/stakeholder circulation.

34. GLOSSARY AND ACRONYMS

Bar ('bar', 'river bar' and 'coastal bar') – a ridge or lip of sand, gravel or rock that extends across the mouth of a river or bay and forms an obstacle in terms of reduced water depth and/or breaking waves that impede safe navigation.

Commercial vessel – any vessel used in connection with any business or commercial activity, principally for carrying passengers or cargo for hire or reward, or providing service to vessels for reward.

Hire and Drive – a business involving the temporary hiring out of a vessel through a hiring agreement or transaction which involves the use of a vessel by the public on specific terms.

Irregular riding – driving a PWC in a circle or pattern, weaving or diverting, or purposefully surfing down or jumping over or across any swell wave or wash, but does not include any necessary turns and diversions.

Marine Ministerial Holding Corporation (MMHC) – entity established under the then Ports Corporatisation and Waterways Management Act as the legal owner of the assets and liabilities of the former Maritime Services Board of NSW that had not been transferred to either of the Newcastle, Port Kembla or Sydney Ports Corporations or the then Waterways Authority, for example the harbour beds of those ports.

During 1999-2000 all MMHC assets and liabilities were transferred to the then Waterways Authority and on 29 June 2000 when the MMHC was dissolved.

Navigable waters – all waters that are from time to time capable of navigation and are open or used by the public for navigation, whether upon payment of a fee or otherwise.

Personal watercraft (PWC) – a power-driven vessel that has a fully enclosed hull, does not retain water if it capsizes and is designed to be operated by a person standing, sitting astride or kneeling but not seated within the vessel.

Recreational vessel – a vessel which is not used for, or in connection with, a commercial purpose.

Safety compliance – the level of safe navigation compliance achieved by the recreational and commercial boating public. The compliance rate is calculated as:

- Number of vessels not issued with infringements and formal warnings
- Number of vessels checked.

One vessel check could result in multiple infringements or formal warnings issued.

Wetland – all land and seabed located below a defined level called the Mean High Water Mark which is 1.48 metres above zero on the Fort Denison Tide Gauge.

Acronyms

BSO	Boating Safety Officer
CPI	Consumer Price Index
CSO	Customer Service Officer
GIS	Geographic Information System
GPS	Global Positioning System
IGLS	Integrated Graphical Licensing System
MIP	Maritime Infrastructure Program
MMAC	Maritime Ministerial Advisory Committee
MRB	Marine Radio Base
MSB	Maritime Services Board of NSW
NMSC	National Marine Safety Committee
NSCV	National Standard for Commercial Vessels
PWC	Personal watercraft
RIB	Rigid Inflatable Boat
RTO	Registered Training Organisation
SARcc	Search and Rescue coordination centre
SMOC	State Marine Operations Centre
SREP	State Regional Environmental Plan
USL	Uniform Shipping Law
WALROS	Waterways Authority Licensing and Registration Online System

35. ANNUAL REPORT AVAILABILITY AND COSTS

The Annual Report is available in a printed format and online at www.maritime.nsw.gov.au.

The cost of design and printing this report was \$24,762.

CONTACT INFORMATION

OFFICE	ADDRESS	PHONE/FAX	OPENING TIMES
SYDNEY REGION			
Rozelle Bay	Rozelle Bay, James Craig Road Rozelle Bay NSW 2039 Locked Bay 5100 Camperdown NSW 1450	Ph: (02) 9563 8511 Fx: (02) 9563 8522	Monday – Friday 8.30am – 4.30pm
Sydney	Level 6, 207 Kent Street Sydney NSW 2000 Locked Bag 5100 Camperdown NSW 1450	Ph: (02) 9241 6307 Fx: (02) 9241 3663	Monday – Friday 8.30am – 4.30pm
HAWKESBURY/BROKEN BAY REGION			
Hornsby	4 Bridge Road Hornsby NSW 2077 PO Box 797 Hornsby NSW 1630	Ph: (02) 9477 6600 Fx: (02) 9477 3418	Monday – Friday 8.30am – 4.30pm
NORTH COAST REGION			
Coffs Harbour	2/16 Isles Drive Coffs Harbour NSW 2450 PO Box J23 Coffs Harbour NSW 2450	Ph: (02) 6691 9555 Fx: (02) 6691 9599	Monday – Friday 8.30am – 4.30pm
HUNTER/INLAND REGION			
Newcastle	8 Cowper Street South Carrington NSW 2294 PO Box 653 Newcastle NSW 2300	Ph: (02) 4962 8500 Fx: (02) 4962 8528	Monday – Friday 8.30am – 4.30pm
SOUTH COAST REGION			
Wollongong	Unit 5, Cnr Kembla & Beach Streets Wollongong NSW 2500 PO Box 1441 Wollongong NSW 2500	Ph: (02) 4227 3644 Fx: (02) 4226 1452	Monday – Friday 8.30am – 4.30pm
MURRAY/INLAND REGION			
Albury	440 Swift Street Albury NSW 2640	Ph: (02) 6021 7188 Fx: (02) 6041 2668	Monday – Friday 8.30am – 4.30pm
REGIONAL PORTS			
Port of Eden	Main Jetty, Snug Cove Eden NSW 2551 PO Box 137 Eden NSW 2551	Ph: (02) 6496 1719 Fx: (02) 6496 3024	Monday – Friday 8.30am – 4.30pm
Port of Yamba	Pilot Street Yamba NSW 2464 PO Box 143 Yamba NSW 2464	Ph: (02) 6646 2002 Fx: (02) 6646 1596	Monday – Friday 8.30am – 4.30pm

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ANNUAL REPORT TEAM

Nicola Wass, Penny Robins, Sandy Allan and Neil Patchett

DESIGN

Tonic Connective

PHOTOGRAPHY (UNLESS OTHERWISE INDICATED)

Keith Friendship
NSW Maritime

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NSW MARITIME



NSW MARITIME

James Craig Road
Rozelle Bay NSW 2039
Locked Bag 5100 Camperdown NSW 1450
T (02) 9563 8511 F (02) 9563 8530

24 hour phone payments within NSW
T 13 12 36

Boating information within NSW
T 13 12 56

E enquiries@maritime.nsw.gov.au

www.maritime.nsw.gov.au

