



# APPENDICES

ABOVE LEFT: Boating Service Officer, Nick Richards, lends assistance to a boater on Boxing Day, 2006  
ABOVE: The Australia Day ferry-a-thon is just one of the major aquatic events NSW Maritime manages each year.

## 1. LEGISLATION

During 2006-2007, 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 Corporatisation and Waterways Management Act 1995* (renamed *Ports and Maritime Administration Act 1995* on 30 October 2006).

The *Marine Safety Act 1998* is partially proclaimed. When fully proclaimed it will repeal and replace the *Navigation Act*, *Maritime Services Act*, *Marine Pilotage Licensing Act* and *Commercial Vessels Act* and all regulations under those Acts.

### REGULATORY AMENDMENTS

There were a number of amendments made to the Marine Legislation this year (see table under the heading 'Changes to the Marine Legislation').

### SUBORDINATE LEGISLATION ACT

There were no departures from obligations under the *Subordinate Legislation Act 1989*.

### CHANGES TO LEGISLATION

The following changes to marine legislation occurred during the year:

Date	Legislation	Action
1 September 2006	<i>Marine Pollution Regulations 2006</i>	Remake of <i>Marine Pollution Regulations 2001</i> with minor amendments pursuant to <i>Subordinate Legislation Act 1989</i> .
1 September 2006	<i>Marine Safety Regulation 2003</i>	Remake of Schedule 1 pursuant to <i>Marine Safety Amendment (Marine Pollution) Regulation 2006</i> .
1 October 2006	<i>Water Traffic Regulations</i> <i>Commercial Vessels (Certificates of Competency and Safety Manning) Regulations</i> <i>Commercial Vessels (Load Lines) Regulations</i> <i>Commercial Vessels (Permits) Regulations</i> <i>Management of Waters and Waterside Lands Regulations</i>	Amendment to fees.
30 October 2006	<i>Ports Corporatisation and Waterways Management Act 1995</i>	Amendments made by <i>Ports Corporatisation and Waterways (Amendment) Act 2006</i> including : <ul style="list-style-type: none"> <li>• Change of name of Act to <i>Ports and Maritime Administration Act</i></li> <li>• Substituting the Minister for Ports and Waterways for the Governor in relation to operating licences</li> <li>• Amending section dealing with delegation of powers</li> <li>• Amending functions of NSW Maritime</li> <li>• Amending section dealing with delegation of powers of NSW Maritime</li> <li>• Savings provisions relating to operating licences and instruments issued by NSW Maritime.</li> </ul>
30 October 2006	<i>Marine Safety Act 1998</i> <i>Navigation Act 1901</i> <i>Maritime Services Act 1935</i> <i>Marine Pollution Act 1987</i> <i>Commercial Vessels Act 1979</i>	Amendment caused by change of name of Act under <i>Ports Corporatisation and Waterways (Amendment) Act 2006</i> .
4 December 2006	<i>Marine Pilotage Licensing Act 1971</i>	Amendment by <i>Statute Law (Miscellaneous Provisions) Act (No 2) 2006</i> consisting of deletion of s.3(1), s.3(4) and Schedule as being redundant.
4 December 2006	<i>Commercial Vessels Act 1979</i>	Amendment by Schedule 3 of <i>Statute Law (Miscellaneous Provisions) Act (No 2) 2006</i> being amendments consequent on the enactment of the <i>Legal Profession Act 2004</i> .
27 April 2007	<i>Commercial Vessels (Permits) Regulations</i>	Amendment made by <i>Commercial Vessels (Permits) Amendment (Laings Point) Regulation 2007</i> by the renaming of Green Point to Laings Point.

## 2. FREEDOM OF INFORMATION

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

The Legal Manager/ 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 in the period 1 July 2006 to 30 June 2007.

#### Section A

FOI Requests	Personal	Other	Total
A1. New (including transferred in)	2	42	44
A2. Brought forward	0	5	5
A3. Total to be processed	2	47	49
A4. Completed	2	42	44
A5. Transferred out	0	0	0
A6. Withdrawn	0	2	2
A7. Total processed	2	44	46
A8. Unfinished (carried forward)	0	3	3

#### Section B

Result Of FOI Requests	Personal	Other	Total
B1. Granted in full	2	18	20
B2. Granted in part	0	14	14
B3. Refused	0	12	12
B4. Deferred	0	0	0
B5. Completed	2	44	46

#### Section C

	Personal	Other	Total
C1. Ministerial Certificates issued	0	0	0

#### Section D

	Personal	Other	Total
D1. Number of requests requiring formal consultation	0	8	8

#### Section E

Result of Amendment Request	Personal	Other	Total
E1. Result of amendment – agreed	0	0	0
E2. Result of amendment – refused	0	0	0
E3. Totals	0	0	0

#### Section F

	Personal	Other	Total
F1. Number of requests for notation	0	0	0

Section G

Basis of Disallowing or Restricting Access		Personal	Other
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)	0	3
G4.	Section 25(1)(a) (exempt)	0	12
G5.	Section 25(1) (b) (c) (d) (otherwise available)	0	0
G6.	Section 28(1) (documents not held)	0	11
G7.	Section 24 (2) (deemed refused over 21 days)	0	0
G8.	Section 31(4) (released medical practitioner)	0	0
G9.	<b>Totals</b>	<b>0</b>	<b>36</b>

Section H

		Fees Received	Costs Assessed	Costs Received
H1.	All completed requests	\$1365.00	\$780.00	\$600.00

Section I

Discounts Allowed		Personal	Other
I1.	Public interest	0	1
I2.	Financial hardship – pensioner/child	0	2
I3.	Financial hardship – non profit organisation	0	0
I4.	<b>Totals</b>	<b>0</b>	<b>3</b>
I5.	Significant correction of personal records	0	0

Section J

Days to process		Personal	Other
J1.	0 – 21 days	1	18
J2.	22 – 35 days	0	13
J3.	Over 35 days	1	13
J4.	<b>Totals</b>	<b>2</b>	<b>44</b>

Section K

Processing Time		Personal	Other
K1.	0 – 10 hours	2	44
K2.	11 – 20 hours	0	0
K3.	21 – 40 hours	0	0
K4.	Over 40 hours	0	0
K5.	<b>Totals</b>	<b>2</b>	<b>44</b>

Section L

Reviews and Appeals		Personal	Other
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		Other	
		Decision Upheld	Decision Varied	Decision Upheld	Decision Varied
L4.	Access refused	0	0	2	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.	<b>Totals</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>

## FREEDOM OF INFORMATION STATISTICAL COMPARISONS

FOI requests	Personal		Other		Total	
	2005-2006	2006-2007	2005-2006	2006-2007	2005-2006	2006-2007
New (including transferred in)	3	2	33	42	36	44
Brought forward (incomplete requests from previous year)	0	0	1	5	1	5
<b>Total to process</b>	<b>3</b>	<b>2</b>	<b>34</b>	<b>47</b>	<b>37</b>	<b>49</b>
Completed	3	2	27	42	30	44
Transferred out	0	0	0	0	0	0
Withdrawn	0	0	3	2	3	2
<b>Total processed</b>	<b>3</b>	<b>2</b>	<b>30</b>	<b>44</b>	<b>33</b>	<b>46</b>
Unfinished (carried forward)		0	4	3	4	3

Results of FOI requests	Personal		Other	
	2005-2006	2006-2007	2005-2006	2006-2007
Grant in full	2	2	17	18
Grant in part	1	0	7	14
Refused	0	0	3	12
Deferred	0	0	0	0
<b>Completed</b>	<b>3</b>	<b>2</b>	<b>27</b>	<b>44</b>

Basis of disallowing or restricting access	Personal		Other	
	2005-2006	2006-2007	2005-2006	2006-2007
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	0	3	3
Section 25 (1) (a) (exempt)	1	0	7	12
Section 25 (1) (b), (b1), (c), (d) (otherwise available)	0	0	0	10
Section 28 (1) (b) (documents not held)	0	0	1	11
Section 24 (2) (deemed refused, over 21 days)	0	0	0	0
Section 31 (4) (released to medical practitioner)	0	0	0	0
<b>Totals</b>	<b>1</b>	<b>0</b>	<b>11</b>	<b>36</b>

Days to Process	Personal		Other	
	2005-2006	2006-2007	2005-2006	2006-2007
0-21	0	1	10	18
22-35	1	0	8	13
Over 35	2	1	9	13
Over 21 (out of time)	0	0	0	0
Over 35 (out of time)	0	0	0	0
<b>Totals</b>	<b>3</b>	<b>2</b>	<b>27</b>	<b>44</b>

Hours to Process	Personal		Other	
	2005-2006	2006-2007	2005-2006	2006-2007
0-10	0	2	21	44
11-20	3	0	4	0
21-40	0	0	2	0
Over 40	0	0	0	0
<b>Totals</b>	<b>3</b>	<b>2</b>	<b>27</b>	<b>44</b>

Type of discount allowed on fees charged	Personal		Other	
	2005-2006	2006-2007	2005-2006	2006-2007
Public interest	0	0	0	1
Financial hardship – pensioner/child	0	0	2	2
Financial hardship – non profit organisation	0	0	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>
Significant correction of personal records	0	0	0	0

Grounds on which internal review determined	Personal				Other			
	Upheld		Varied		Upheld		Varied	
	2005-2006	2006-2007	2005-2006	2006-2007	2005-2006	2006-2007	2005-2006	2006-2007
Access refused	0	0	0	0	1	2	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
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>

### 3. LEGAL INFORMATION

#### PROSECUTIONS CONDUCTED

During 2006-2007, NSW Maritime dealt with 45 breaches of the marine legislation by way of court attendance notice action in various local courts throughout NSW.

### 4. PUBLICATIONS

Brochures, fliers, posters and stickers are available from all NSW Maritime offices free of charge.

#### BROCHURES & FLIERS

- Alcohol and Water Don't Mix
- Aquatic Licences
- Australian Builders Plate
- Bars 'n' Boats- A Safety Guide
- Be Bright - Be Safe at Night
- Be Responsible near Whales and Dolphins
- Boatcode Agents
- 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
- Leave only water in your wake
- Manly Wharf (Flier)
- Maritime Infrastructure Program
- Mooring Licence Conditions
- Private Mooring Licence Conditions
- Commercial Mooring Licence Standard Conditions
- Noise Annoys
- Pittwater No Wash Zone
- Proof of Identity
- Safety Equipment Checklist
- 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 for NSW (annual)
- Traffic Co-ordination on Parramatta River
- Traffic Separation on Middle Harbour
- 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
- Aquatic Events, Sydney
- Boating Handbook
- Maritimes Newsletter



**STICKERS**

- Bar Crossing
- 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

**MAPS**

- 37 different waterproof boating maps – a guide to safe navigation of NSW coastal and inland waterways (\$5 each)
- seven different waterproof coastal maps – a guide to safe offshore navigation (\$5 each)

**AUDIO VISUAL**

- Boating Safety Course DVD (\$10 each)
- Boat Smart – a compilation DVD of four short boating safety films (\$10 each)
- Big Ships Small Boats – a short film on boating safety in ports
- Ride Smart – a short film on PWC safety
- Boat Smart – a short film on the water traffic rules
- Blue Water Safety – a short film on bar crossings

**5. CONSULTANTS**

During 2006-2007, NSW Maritime engaged six consultancies. Of these, two were valued over \$30,000. They were:

\$89,100 – Centre for International Economics, for a review in relation to Port Botany

\$175,000 – Independent Pricing and Regulatory Tribunal, for a review of the Port Botany transport interface.

The remaining four consultancies were engaged in the following areas:

\$57,200 – Planning

\$15,900 – Legislation Review.

Total consultancy costs were \$337,200.

**6. OVERSEAS VISITS****24-28 September 2006**

Officer – Shankar Ramanathan – Senior Surveyor

Destination – Guangzhou, China

Reason – Survey of a 74.5 metre bunker tanker under construction

The cost of Mr Ramanathan's visit was paid by the client.

**22-25 May 2007**

Officer – Vikram Malhotra – Ship Surveyor

Destination – Auckland, New Zealand

Reason – Survey of a 19 metre motor cruiser under construction

The cost of Mr Malhotra's visit was paid by the client.

## 7. SIGNIFICANT COMMITTEES

### EXTERNAL:

- Asia-Pacific Economic Cooperation Executive Group – Chris Oxenbould
- Australian Maritime Group – Chris Oxenbould/Brett Moore, Tony Middleton
- Bays Precinct and Barrangaroo Taskforce – Chris Oxenbould
- CEO Counter Terrorism Coordination Group – Chris Oxenbould/Brett Moore
- CEO Network Committee – Chris Oxenbould/Brett Moore
- Commercial Vessels Advisory Group – John Dikkenberg (Chair), Tony Pengilly, Jean-Marie Sauzier, Steve Brown, Craig Purdon, Chris Bolton, Jacqueline Argles (Secretary)
- Government Licensing Project Steering Committee – Chris Oxenbould
- Maritime Consultative Committee – Brian Stanwell (Chair), Sue Ohanian, Lynn Greenwood, Erin Campbell (ASU – Workplace representative), Michael Fleming (Australian Maritime Officer's Union), Jim Tosh (Australian Services Union), Paul Garrett (Maritime Union of Australia)
- Metro CEO Committee – Chris Oxenbould
- National Marine Safety Committee – Chris Oxenbould/Brett Moore, Tony Middleton
- NSW Maritime Council – Chris Oxenbould, Brett Moore, John Dikkenberg, Patrick Low, Jill Saffron (Secretary)
- NSW National Plan Executive Committee – Chris Oxenbould, Tony Middleton
- NSW Water Safety Advisory Council – Brett Moore
- Port Botany Logistics Taskforce – Chris Oxenbould
- Recreational Vessels Advisory Group – Brett Moore (Chair), Ed Kwanten, Vanessa Udovicic (Secretary)
- Sharing Sydney Harbour Access Program Grants Committee – Stephen Montgomery
- State Emergency Management Committee – Chris Oxenbould/Brett Moore
- State Human Influenza Pandemic Taskforce – Tony Middleton, Shayne Wilde
- Transport Chief Executive Officer's Cluster Group – Chris Oxenbould/Brett Moore
- Transport Chief Executive Officer's Security Committee – Chris Oxenbould/Brett Moore
- Transport Regulators Executive Committee – Chris Oxenbould/Brett Moore, Tony Middleton
- Transport Services Functional Area Committee – Brett Moore
- Commercial Vessels Incident Review Committee – John Dikkenberg, Warren Wilson, Anthony Pengilly, Trevor Williams, Craig Purdon
- Equity and Diversity Committee – Brian Stanwell (Chair), Sue Ohanian, James Green, Peter Maunder, Nelly Felczynski, Kate Stanton, Su Yee Collins, Neeru Saluja, Tracey Lambert
- Executive Management Committee – Chris Oxenbould, Brett Moore, Tony Middleton, Stephen Montgomery, John Dikkenberg, Brian Stanwell, Patrick Low, Paul Robinson
- MIP Assessment Committee – John Dikkenberg (Chair), Lisa Anderson (Secretary) Brett Moore, Terry Young, Peter Maunder
- Risk Management Committee – Brian Stanwell (Chair), Fran Rein/Kelly Jandik (Secretary), Debbie Andreatta, Lisa Anderson, Nicola Wass, Madeline Strachov, Victor Brunetti, Warren Wilson, Suzanne Harris, Craig Purdon, Wayne Chandler (GIO-TMF)

### COMMITTEES ESTABLISHED

The Information Technology Steering Committee was also established during the year to ensure the development, and effective implementation, of corporate level IM&T strategies and the management of ICT systems and resources across the agency.

## 8. NSW MARITIME COUNCIL

The NSW Maritime Council meets quarterly to provide a strategic perspective on maritime issues. This year, the council provided advice from a key stakeholder perspective on grants under the Maritime Infrastructure Program, commercial water-ski vessels, licensed clubs rent determination and the land owner's consent policy. Members are:

**Chris Oxenbould AO/Brett Moore**  
Chair

**John Barbouttis**  
Commodore, Royal Motor Yacht Club

**Marcus Blackmore AM**  
Chairman, Blackmores Ltd

**David Cribb**  
Chief Executive, NSW Charter Vessel Association

**Kay Cottee AO**  
Managing Director, Sailaus

**Jeff d'Albora**  
Director, Dalcorp Pty Ltd

**Ian Kiernan AO** – since 25 May 2007  
Chairman, Clean Up Australia Ltd

**Bruce Schumacher**  
Chairman, Advisory Council on Recreational Fishing

**Darren Vaux** – since 25 May 2007  
BIA Director, Chairman Marina Association of NSW, Director Empire Marinas

Retired Members

**Vanessa Dudley** – retired from council May 2007  
Editor, Australian Sailing Magazine

**Allan Blake** – retired from council May 2007  
Managing Director, Blake's Marine



## 9. GRANTS TO NON-GOVERNMENT COMMUNITY ORGANISATIONS

A total grant of \$1,271,300 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:		\$1,271,300
<b>Volunteer Rescue Association</b>		<b>\$103,056</b>
Replacement of Cat 2 Vessel at Hawkesbury River (Funding approved for Hawkesbury River was redirected to Nambucca)	\$70,078	
SARcc Communication Upgrade at Port Macquarie	\$3,092	
Base level funding for 10 units @ \$2988 per unit: Brunswick, Camden Haven, Nambucca, Narooma, Point Danger, Shoalhaven, Tuross, Tweed Coast, Woolli & Woolgoolga	\$29,886	
<b>Australian Volunteer Coast Guard</b>		<b>\$148,634</b>
Replacement Cat 2 Vessel at Kuring Gai	\$63,176	
Replacement Cat 2 Vessel at Shellharbour	\$63,176	
SARcc Communication Upgrade Iluka/Yamba	\$7,000	
SARcc Communication Upgrade Ballina	\$7,000	
MRB Communication Upgrade Norah Head	\$3,255	
MRB Communication Upgrade Terrigal	\$3,255	
Repeaters	\$1,772	
<b>Royal Volunteer Coastal Patrol</b>		<b>\$202,140</b>
Upgrade Motors Cat 2 Vessel at Sydney	\$30,000	
Upgrade Motors at Batemans Bay	\$30,000	
Upgrade Motors Cat 2 Vessel at Broken Bay	\$20,000	
Upgrade Motors Cat 2 Vessel at Coffs Harbour	\$19,500	
Upgrade Motors Cat 2 Vessel at Narooma	\$12,000	
Upgrade Motors Cat 3 Vessel at Ulladulla	\$25,000	
Upgrade equipment Cat 3 Vessel at Wollongong	\$956	
SARcc upgrade at Port Stephens	\$6,064	
Base level funding for 17 units @ \$3448 per unit:	\$58,620	
<b>Operational support funds provided by the State Government:</b>		<b>\$304,970</b>
Royal Volunteer Coastal Patrol	\$135,836	
Australian Volunteer Coast Guard	\$99,881	
Volunteer Rescue Association (Marine)	\$69,253	
Competency based training funds		\$512,500
		<b>\$1,271,300</b>

A total of 71 applications were received for Maritime Infrastructure Program (MIP) and Sharing Sydney Harbour Access Program (SSHAP) funding. Grants totalling \$1,544,000 were approved for 38 projects to government and non-government organisations and an additional \$250,000 allocated for a planned facility at Ballast Point and \$200,000 additional allocation for the completion of the Carrington boat ramp. Grants to non-government organisations included the following:

Applicant	Project Name	Estimated Cost	MIP/SSHAP Grant
Mid North Coast Maritime Museum	Rebuild of Hibbard Jetty	\$124,000	\$62,000
Myall Lakes Aquatic Club	Violet Hill wharf replacement	\$65,000	\$32,500
AVC Tuggerah Lakes	Reconstruction of public jetty	\$66,000	\$20,217
Brisbane Water Marine Watch	Signage – 50 sites around Brisbane Water	\$12,740	\$6,000
Macquarie University Sport & Recreation	Concrete dinghy ramp Tamborine Bay	\$40,000	\$20,000
Sydney Flying Squadron	Replacement of passive boat ramp in Milsons Park	\$82,000	\$41,000

## 10. GUARANTEE OF SERVICE

NSW Maritime sets internal customer service standards in relation to customer transactions, responses to client submission 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. NSW Maritime's customers are able to renew a variety of products electronically and by 30 June 2007 almost half of the relevant product renewals were made electronically.

Customers also have access to a significant amount of boating and safety information via NSW Maritime's website, including the Boating Handbook and the Boating Safety Course. Some of this information is available in community languages. Further, boating maps and safety DVD/videos can be purchased on-line and application forms, and the procedures associated with submitting them, are also available. During 2006-2007, there were more than 2,600,000 page views and more than 38,000,000 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 2004	June 2005	June 2006	June 2007
SES	4	7	7	8
Senior Officer	2	1	1	1
Recreational Boating	185.4	145.5	145.6	147.6
Corporate Services	40.4	41.5	42.8	48
Policy & Business Improvement	16	N/A	N/A	N/A
Policy	N/A	N/A	N/A	1
Commercial Vessels & Asset Management	N/A	31.93	35.49	44
Maritime Property	53.2	45.7	49.8	45.8
Shipping, Security & Environment	N/A	28.7	27.7	30.6
Ministerial & Executive Unit/Office of the Chief Executive/Public Affairs/Minister's Office	4	N/A	14	11.6
	309	310	323.4	330

## 14. SENIOR EXECUTIVE SERVICE

Chief and Senior Executive Service Positions at each level	June 2005	June 2006	June 2007
Level 8	0	0	0
Level 7	0	0	0
Level 6	1	1	1
Level 5	0	0	0
Level 4	0	0	0
Level 3	3	3	4
Level 2	3	3	3
Level 1	0	0	0
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:** 18 September 2006 to 30 June 2007  
**Remuneration Package (including allowances):** \$348,600pa

Mr Oxenbould was first appointed as Chief Executive on 19 January 2004. He was seconded by the Government to Sydney Ferries Corporation as the Acting Chief Executive Officer between 20 February 2006 and 18 September 2006. On his return to NSW Maritime he has overseen its achievements. The major initiative progressed during 2006-2007 has been the development of a framework of robust administrative procedures to implement Government policies, particularly within the Maritime Property Division.

**Name:** Brett Moore  
**Position:** Acting Chief Executive  
**Position Level:** SES Entry Level 6  
**Period in the Position:** 1 July 2006 to 15 September 2006  
**Remuneration Package (including allowances) for Mr Moore's substantive position:** \$196,650 pa

Mr Moore was appointed Acting Chief Executive of NSW Maritime on 20 February 2006 for the period of Chris Oxenbould's secondment.

Mr Moore has been responsible for NSW Maritime's performance during the Chief Executive's secondment to Sydney Ferries Corporation.

## 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

### INITIATIVES FOR 2007-2008

Action	Responsible Officer	Implementation Date	Performance Indicator
Continue to assess the feasibility of multi-tiered cross cultural training delivered across the organisation	Manager Employee Relations	March 2008	Assessment completed and recommendations made
Continue the review of website employment information for accessibility for all employment groups	Manager Employee Relations	June 2008	Website review completed and recommended changes implemented
Assess the level of use of Community Language Assistance Scheme and volunteer interpreter services to identify any new trends in customer needs	Manager Employee Relations	June 2008	Assessment of trends in interpreter use completed

## 18. EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATISTICS

### A. TRENDS IN THE REPRESENTATION OF EEO GROUPS

EEO Group	Benchmark or Target	% of Total Staff			
		2004	2005	2006	2007
Women	50%	39%	41%	43%	44%
Aboriginal people and Torres Strait Islanders	2%	1.7%	1.5%	0.7%	0.7%
People whose first language was not English	20%	11%	12%	11%	11%
People with a disability	12%	9%	6%	8%	7%
People with a disability requiring work-related adjustment	7%	4.3%	3.3%	4%	3.3%

### B. TRENDS IN THE DISTRIBUTION OF EEO GROUPS

EEO Group	Benchmark or Target	Distribution Index			
		2004	2005	2006	2007
Women	100	77	77	80	81
Aboriginal people and Torres Strait Islanders	100	n/a	n/a	n/a	n/a
People whose first language was not English	100	109	110	105	104
People with a disability	100	98	108	98	97
People with a disability requiring work-related adjustment	100		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 ODEOPE.
- 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 details of land that is vested in, owned, occupied or controlled by it for inclusion in a central database into the Government Property Register (GPR), as the single source of whole-of-government property data in accordance with Section 17 of the *Annual Reports (Statutory Bodies) Act 1984*.

## 20. PROPERTY DISPOSALS

During the year, six properties with a total book value of \$5,859,164.14 were either divested or sold. These included the 25.1 hectare now-filled former Port Kembla Casting Basin area, as well as a 2.46 hectare site bounding Outer Harbour No 6 Jetty, both of which were sold to the Port Kembla Port Corporation for port-related purposes; roadways and footpaths at King Street Wharf and at Walsh Bay which were divested to Sydney City Council; a small wetland site at Birchgrove sold to the adjacent dry land owner; and a 300 square metre wetland site at Chiswick divested to the City of Canada Bay Council for parkland. There were no property sales \$5 million or greater.

The Chief Executive approved all sales and divestments. There were no family or business connections between any purchaser and the Chief Executive. The proceeds of all sales were incorporated into the operating surplus and forwarded as distribution payments to the NSW Treasury. Access to documents relating to the property disposals may be made under the *Freedom of Information Act 1989* and any such applications will be assessed in accordance with the provisions of that Act.

## 21. ASSET ACQUISITION

Expenditure in the Recreational Boating, Commercial Vessels and Assets, Shipping Security and Environment, and Corporate Services Divisions totalled \$4.7 million on minor capital works acquisitions comprising:

- New signage that conforms to international standards as part of ongoing replacement program
- Installation of 73 new navigation aids and upgrades of 126 lights with LED technology, 100 buoys and 61 piles using plastic designs
- Replacement of six patrol vessels
- Refurbishment of nine patrol vessels
- Purchase of 24 outboard engines
- Upgrade of network hardware and desktop computers
- Improvement of mooring facilities for patrol boats at Lake Macquarie
- Refurbishment of Batehaven, Port Macquarie, Yamba, Sutherland and Tweed Heads regional offices
- Continued motor vehicle replacements.

### MARITIME PROPERTY:

Asset acquisition expenditure for the year totalled \$20.079 million. This was above the budget of \$11.574 million mainly as a result of the budget being fixed on the assumption that most of the major expenditure for the refurbishment of Manly Wharf and the realignment of James Craig Rd would not have carried-over into 2006-2007 as has occurred.

### Completed Works – Major Projects

Project	Description	2006-2007 cost (\$ million)	Total project cost (\$million)	Completion date
Link Bridge, Walsh Bay	Construction of a 47 metre long pedestrian access way linking Pier 1 with Pier 2/3	0.9	0.9	March 2007
Rozelle Bay Wharf No 4	Reconstruction of a 60 metre long collapsed seawall including new concrete deck extension	0.9	0.9	November 2006
Cargo storage area, Port of Eden	Construction of Stage 1 paving for an 8 hectare storage area for timber and other cargo exported through the adjacent multi-purpose berth	0.5	4.8	April 2007
Taronga Zoo commuter wharf	Construction of new access ramps to be installed in 2007-2008 as part of wharf upgrading works	0.3	0.3	June 2007
Overrun buffers, Circular Quay	Installation of buffers on both of Circular Quay Wharf 6 to prevent damage to the promenade from potential vessel overrun	0	0.3	May 2007

### Work-in-Progress – Major Projects

Project	Description	2006-2007 cost (\$million)	Estimated total cost (\$million)	Estimated date of completion
Manly Wharf upgrading	Refurbishment and enhancement of Manly Wharf (including works for Sydney Ferries) to improve functionality for commuters	10.97	15.7	September 2007
James Craig Road realignment	Construction of the 1-kilometre James Craig Road realigned along the Rozelle Bay maritime precinct northern perimeter	4.8	5.7	September 2007
Rozelle Bay maritime precinct	Construction of bridging canal, electricity, water and sewage lines, landscaping and other works associate with development of the precinct	1.1	3.3	October 2007
Ballast Point maritime precinct	Construction of a commercial vessel sewage pump-out and a day berthing facility for recreational vessels	0.1	2.5	September 2008
Circular Quay Wharf 1	Replacement pontoon wharf and access at East Circular Quay	0.04	5	October 2008

Significant maintenance works carried out during the year included:

- Manly Wharf refurbishment maintenance works – \$2.3 million
- Other Sydney Harbour commuter wharf maintenance – \$3.2 million
- Dawes Point seawall, Stage 3 western end – restore seawall and heritage rail – \$0.9 million
- Other wharves and seawalls – \$0.3 million
- Circular Quay western promenade – replace 12 skirting panels and purchase and replace six deck panels – \$0.2 million (continuing into 2007-2008)
- Botany Bay Foreshore Road sand stabilisation and foreshore protection – \$0.2 million
- Berrys Bay former quarantine depot jetty repair – \$0.1 million.

## 22. ENERGY MANAGEMENT

NSW Maritime is committed to achieve savings in energy usage and sustained energy management principles. There is one large site, Rozelle Bay, that purchases electricity on the contestable market. This site purchases 6 per cent of its electricity from renewable sources. The purchase of electricity on the contestable market has lowered costs and achieved a reduction of greenhouse gas emissions by purchasing a percentage of green power. NSW Maritime also continued to maintain solar powered navigational aids with over 1000 solar powered lights and beacons throughout the State.

In August 2006 a power factor correction unit was installed at Rozelle Bay. The unit will reduce maximum demands by up to 53kVA. Commencing April 2007, a program to replace the air-conditioning control units has been implemented to increase the efficiency of the air-conditioning system.

Energy consumption at Rozelle Bay increased by 4.6 per cent when compared to the 2005-2006 financial year.

The Maritime Trade Towers currently purchases 6 per cent green power to

maintain the current 3.5 star Australian Building Greenhouse Rating. Installation of smart metering commenced to effectively monitor and report on energy usage. This information will identify possible energy savings. The purchase of further green power will be considered in light of the information provided by the smart metering.

## 23. HERITAGE ASSETS

NSW Maritime began revising its Heritage and Conservation Register, last prepared in 1998 for the Sydney Region only. The new register will not only list those items for which NSW Maritime has prime maintenance responsibility, such as commuter wharves, buildings, industrial heritage and certain navigation lights and beacons, but all items on NSW Maritime

land owned, leased or maintained by others such as buildings, boatsheds and swimming pools. NSW Maritime's management of the South Head Signal Station was featured in Heritage Office's State Heritage Bulletin in February 2007.

Lessees are responsible for maintaining properties on 99-year leases while the remaining properties are managed

by NSW Maritime and administered according to guidelines pending their sale or adaptive re-use. They are managed to a reasonable standard of weatherproofing, fire protection and security and, whenever possible, they are tenanted. At 30 June 2007, all heritage properties managed by NSW Maritime were tenanted.

## 24. WASTE REDUCTION & PURCHASING POLICY

NSW Maritime has continued to expand programs under the Waste Reduction and Purchasing Policy. All NSW Maritime operation centres recycle waste paper, cardboard and printer ink cartridges wherever a recycling system is available.

The waste management system at Rozelle Bay continued to provide a high percentage of office paper and cardboard waste sent for recycling. During the year,

9.2 tonnes of white paper, 6.7 tonnes of mixed paper and 4.9 tonnes of cardboard were collected from Rozelle Bay, along with 0.4 tonnes of co-mingled materials.

In September 2006, a waste management system was implemented in the Maritime Trade Towers whereby a number of separate bins for recycled paper, cardboard, bottles, cans and PET containers were provided on every floor.

As a result of the introduction of this system, the percentage of waste being recycled in the building has increased from 13.8 per cent last year to approximately 66 per cent this year.

The Rozelle Bay worm farm continued to recycle food waste from the in-house café and newspapers were collected for distribution to the RSPCA animal shelter at Yagoona.

## 25. PESTICIDE USE NOTIFICATION PLAN

In February 2007, NSW Maritime finalised its first Pesticide Use Notification Plan in accordance with the *Pesticides Regulation 1995*. The plan sets out how NSW Maritime will notify the community about any pesticide applications made by it or its contractors to publicly accessible outdoor areas.

It is available at [www.maritime.nsw.gov.au](http://www.maritime.nsw.gov.au) and describes:

- What public places are covered by the plan
- Who regularly uses these public places and an estimate of the level of use
- How and when NSW Maritime will inform the community about applications of pesticides in public places

- How the community can access the plan and get more information about NSW Maritime's notification arrangements
- How future reviews of the plan will be conducted
- Contact details for anyone wishing to discuss the plan.

## 26. CONTRACTING AND MARKET TESTING POLICY

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

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



## 27. ACCOUNT PAYMENT PERFORMANCE

Schedule of Accounts Payable	Sep-06	%	Dec-06	%	Mar-07	%	Jun-07	%	Total	%
Current within due date (no.)	4,253	87	3,834	88	4,002	83	3,831	77	15,920	84
<30 days overdue	424	9	400	9	571	12	878	18	2,273	12
31-60 days overdue	114	2	70	2	105	2	130	3	419	2
61-90 days overdue	36	1	21	0	58	1	54	1	169	1
>90 days overdue	53	1	41	1	68	1	59	1	221	1
<b>Total payable</b>	<b>4,880</b>		<b>4,366</b>		<b>4,804</b>		<b>4,952</b>		<b>19,002</b>	
<b>Accounts paid per quarter</b>										
% of accounts paid on time		87		88		83		77		84
Total amount of accounts paid on time (\$)	59,021,611		36,488,333		40,481,592		32,073,094		168,064,630	
Total amount of accounts paid (\$)	61,302,158		37,736,229		53,560,878		36,630,105		189,229,370	
% of amounts paid on time		96		97		76		88		89

## 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).

Returns from the individual Hour-Glass investment facilities were:

### NSW TREASURY CORPORATION BENCHMARK

	2006 %	2007 %
Cash Facility	5.8	6.4
Bond Market Facility	4.0	4.7
Medium Term Growth Facility	8.4	8.5
Long Term Growth Facility	16.88	13.8

## 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 2006-2007 principal payment of \$2.1 million was repaid in March 2007 and the outstanding balance is \$10.4 million.

## 30. BUDGET

Income Statement	2006/07 Budget \$000	2006/07 Actual \$000	2007/08 Estimate \$000
<b>Revenue</b>			
<b>Rendering of services:</b>			
Port management	1,337	1,104	1,571
Channel fees	6,854	7,098	7,452
Drivers' licences	15,254	15,353	16,065
Boat registrations	16,375	17,345	17,489
Moorings	6,672	6,728	6,988
Commercial vessel charges	2,807	2,665	2,944
<b>Rental income:</b>			
Rentals	48,788	46,453	50,522
<b>Finance income:</b>			
Interest on investments	6,870	5,887	5,554
<b>Other income:</b>			
Other	4,480	9,466	5,574
<b>Capital appropriation</b>			
Grants and subsidies	20,890	5,743	
<b>Total revenue</b>	<b>130,327</b>	<b>117,842</b>	<b>114,159</b>
<b>Expenses</b>			
Employee related expenses	30,015	31,082	32,043
Superannuation expenses	2,741	2,597	2,954
Service contractors	18,687	17,397	18,721
Materials	1,163	1,202	1,336
Utilities and communications	2,620	2,926	2,874
Administration	9,232	12,104	9,263
Depreciation	8,527	7,857	7,507
Grants and subsidies	1,949	1,949	11,619
Maritime Infrastructure Program	1,500	1,284	1,700
Financial expenses	16,871	16,920	18,355
Audit fees – audit of financial report	154	154	153
Loss on disposal of assets	(84)	153	(84)
Assets written off or transferred		4,590	
<b>Total expenses</b>	<b>93,375</b>	<b>100,215</b>	<b>106,441</b>
Net profit for the period	36,952	17,627	7,718

#### EXPLANATION FOR VARIATIONS TO INCOME AND EXPENDITURE ITEMS

The major variations to income and expenditure are as follows:

Other income, Actual 2006/07, includes a superannuation funding surplus caused by a favourable restatement of the agency's superannuation assets.

Grants and subsidies, Budget 2006/07, 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 30/6/2007.

Administration, Actual 2006/07, included sponsorship of the ports and cities conference, hindsight adjustments on

the agency's workers' compensation insurance and legal expenses on major construction projects that are not anticipated to be repeated.

Assets written off, Actual 2006/07, included roads from the King Street Wharf construction project transferred to Sydney City Council.

### 31. MINISTERIALS

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Ministerial communication is created through correspondence sent directly to the Minister for Ports and Waterways or through another Member of Parliament. There were 1069 items of Ministerial correspondence for the year which included 111 items relating to major port matters.

### 32. MEDIA ACTIONS

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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 Public Affairs unit handled more than 710 media actions for the year ranging from promoting awareness of safety compliance campaigns through regular radio spots to providing public information on maritime incidents such as the grounding of the Pasha Bulker in June.

### 33. RESEARCH AND DEVELOPMENT

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#### VEGETATION MAPPING PROJECTS

During the year NSW Maritime, in collaboration with the Sydney Metropolitan Catchment Management Authority, NSW Fisheries and the Royal Botanic Gardens completed the first stages of two significant vegetation mapping projects totalling \$0.3 million.

Under stage one of the first project, vegetation along the foreshore of Sydney Harbour and its tributaries was mapped at a very high resolution to facilitate strategic planning, land management and individual site assessments.

Under stage one of the second project, historical maps of aquatic vegetation

within the Sydney Harbour estuary were prepared, including up-to-date maps of seagrass distribution. As the estuary is a dynamic ecosystem, a model of potential seagrass habitat was also established. The project included a complete estuary survey of the endangered saltmarsh vegetation community.

Both projects are providing important information for planning and operational functions and will continue into 2007-2008 with an analysis of the mapping information collected. Relevant Government agencies and councils will be consulted wherever the information can be used for Local Environmental Plans, various management plans and impact assessments.

#### SEAWALL HABITAT PROJECT

NSW Maritime is funding \$5000 per annum for an innovative three-year project with the University of Sydney's Centre for Research on Ecological Impacts of Coastal Cities. The project is looking at the importance of seawalls in Sydney Harbour as habitat for intertidal and sub-tidal marine plants and animals. The project is comparing these habitats to natural rocky reef environments and investigating ways in which seawalls can be built or repaired to provide greater benefit to marine life.

## 34. GLOSSARY AND ACRONYMS

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**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 1995* 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 Waterways Authority, for example the harbour beds of those ports. During 1999-2000 all MMHC assets and liabilities were transferred to the Waterways Authority and on 29 June 2000 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 taken on 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 Service Officer
CPI	Consumer price index
CSO	Customer Service Officer
GIS	Geographic information system
GPS	Global positioning system
IGLS	Integrated graphical leasing system
MIP	Maritime Infrastructure Program
MRB	Marine radio base
MSB	Maritime Services Board of NSW
NMSC	National Marine Safety Committee
OTSI	Office of Transport Safety Investigations
PWC	Personal watercraft
RIB	Rigid inflatable boat
SARcc	Search and rescue coordination centre
SMOC	State Marine Operations Centre
SREP	State Regional Environmental Plan
WAC	Waterways Authority Council
WALROS	Waterways Authority Licensing and Registration Online System

## 35. ANNUAL REPORT AVAILABILITY AND COSTS

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The Annual Report is available in a printed format and online at [www.maritime.nsw.gov.au](http://www.maritime.nsw.gov.au). The cost of design and printing was \$25,358.



# CONTACT INFORMATION

Office	Address	Phone/fax	Opening Times
<b>Sydney Region</b>			
Rozelle Bay	Rozelle Bay James Craig Road Rozelle Bay NSW 2039  Locked Bag 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
<b>Hawkesbury/Broken Bay Region</b>			
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
<b>North Coast Region</b>			
Coffs Harbour	2/16 Isles Drive Isles Industrial Park Coffs Harbour South NSW 2450  PO Box J23 Coffs Harbour NSW 2450	Ph: (02) 6691 9555 Fx: (02) 6691 9599	Monday – Friday 8.30am – 4.30pm
<b>Hunter/Inland Region</b>			
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
<b>South Coast Region</b>			
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
<b>Murray/Inland Region</b>			
Albury	440 Swift Street Albury NSW 2640	Ph: (02) 6021 7188 Fx: (02) 6041 2668	Monday – Friday 8.30am – 4.30pm
<b>Regional Ports</b>			
Port of Eden	Main Jetty Snug Cove 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	Ph: (02) 6646 2002 Fx: (02) 6646 1596	Monday – Friday 8.00am – 4.00pm

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- Acid Free
- Archival Quality
- Dioxin Free
- Element Chlorine Free (ECF)
- Well Managed Forest
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