

OFFICE OF THE AUSTRALIAN INFORMATION COMMISSIONER

Section 1: Entity overview and resources

1.1 STRATEGIC DIRECTION STATEMENT

The Office of the Australian Information Commissioner (OAIC) is an Australian Government entity established under the *Australian Information Commissioner Act 2010*.

The functions of the OAIC include:

- privacy functions – particularly ensuring proper handling of personal information in accordance with the *Privacy Act 1988* and other legislation
- freedom of information (FOI) functions – particularly protecting the public's right of access to documents under the *Freedom of Information Act 1982*.

In 2017–18 and the forward years, the OAIC will focus on the priority areas of:

- promoting and upholding privacy rights
- promoting and upholding information access rights.

In 2017–18, the major areas of focus for the OAIC will be:

- preparing for the commencement of the *Privacy Amendment (Notifiable Data Breaches) Act 2017*, including producing guidance and resources to assist organisations and agencies
- developing the privacy and FOI management capabilities of Australian Government agencies
- managing an increasing workload of privacy and FOI enquiries, complaints and review applications.

1.2 ENTITY RESOURCE STATEMENT

Table 1.1 shows the total funding from all sources available to the OAIC for its operations and to deliver programs and services on behalf of the government.

Table 1.1 is prepared on a resourcing (that is, appropriations and cash available) basis, while the outcome expenses table in section 2 and the financial statements in section 3 are prepared on an accrual basis.

Table 1.1: Entity resource statement—Budget estimates for 2017–18 as at Budget May 2017

	2016–17 Estimated actual \$'000	2017–18 Estimate \$'000
DEPARTMENTAL		
Annual appropriations—ordinary annual services(a)		
Prior year appropriations available	4,650	5,397
Departmental appropriations	10,618	10,361
s 74 retained revenue receipts(b)	3,777	3,587
Total net resourcing for entity	19,045	19,345
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Average staffing level (number)	2016–17	2017–18
	75	75

Prepared on a resourcing (that is, appropriations and cash available) basis.

Note: All figures are GST exclusive and may not match figures in the cash flow statement.

(a) Appropriation Bill (No. 1) 2017–18.

(b) Estimated retained revenue receipts under section 74 of the *Public Governance, Performance and Accountability Act 2013*.

1.3 BUDGET MEASURES

Measures announced in the 2016–17 Mid-Year Economic and Fiscal Outlook (MYEFO) and other measures not previously reported in a portfolio statement are summarised in Part 2 of Table 1.2.

Table 1.2: Entity 2017–18 Budget measures

Part 1: Measures announced since the 2016–17 MYEFO

The OAIC has no new post-MYEFO measures.

Part 2: MYEFO measures and other measures not previously reported in a portfolio statement

	Program	2016–17 \$'000	2017–18 \$'000	2018–19 \$'000	2019–20 \$'000	2020–21 \$'000
Expense measures						
Public Sector Transformation and the Efficiency Dividend(a)	1.1					
Departmental expenses		–	(160)	(266)	(281)	(90)
Total expense measures		–	(160)	(266)	(281)	(90)

Prepared on a Government Finance Statistics (fiscal) basis. Figures displayed as a negative represent a decrease in funds, and figures displayed as a positive represent an increase in funds.

(a) This is a cross-portfolio measure that was published in the 2016–17 Budget. The lead entity is the Department of Finance.

Section 2: Outcomes and planned performance

Government outcomes are the intended results, impacts or consequences of actions by the government on the Australian community. Commonwealth programs are the primary vehicle by which government entities achieve the intended results of their outcome statements. Entities are required to identify the programs that contribute to government outcomes over the budget and forward years.

The OAIC's outcome is described below together with its related program.

Note

Performance reporting requirements in the Portfolio Budget Statements are part of the enhanced Commonwealth performance framework established by the *Public Governance, Performance and Accountability Act 2013*. It is anticipated that the performance criteria described in Portfolio Budget Statements will be read with broader information provided in an entity's corporate plans and annual performance statements – included in annual reports – to provide an entity's complete performance story.

The most recent corporate plan for OAIC can be found at <https://www.oaic.gov.au/about-us/corporate-information/key-documents/corporate-plan-2016-17>.

The most recent annual performance statement can be found at <https://www.oaic.gov.au/about-us/corporate-information/annual-reports/oaic-annual-report-201516>.

2.1 BUDGETED EXPENSES AND PERFORMANCE FOR OUTCOME 1

Outcome 1: Provision of public access to Commonwealth Government information, protection of individuals' personal information, and performance of information commissioner, freedom of information and privacy functions

Budgeted expenses for Outcome 1

Table 2.1 shows how much the OAIC intends to spend (on an accrual basis) on achieving Outcome 1, broken down by program and by departmental funding sources.

Table 2.1: Budgeted expenses for Outcome 1

	2016–17 Estimated actual \$'000	2017–18 Budget \$'000	2018–19 Forward estimate \$'000	2019–20 Forward estimate \$'000	2020–21 Forward estimate \$'000
Program 1.1: Complaint handling, compliance and monitoring, and education and promotion					
Departmental expenses					
Departmental appropriation	10,618	10,361	10,265	8,999	9,042
74 retained revenue receipts(a)	3,777	3,587	85	–	–
Expenses not requiring appropriation in the budget year(b)	593	473	343	243	233
Total expenses for Outcome 1	14,988	14,421	10,693	9,242	9,275

	2016–17	2017–18
Average staffing level (number)	75	75

Note: Departmental appropriation splits and totals are indicative estimates and may change in the course of the budget year as government priorities change.

(a) Estimated expenses incurred in relation to receipts retained under section 74 of the *Public Governance, Performance and Accountability Act 2013*.

(b) Expenses not requiring appropriation in the budget year are made up of depreciation and amortisation expenses and audit fees.

Performance criteria for Outcome 1

Table 2.2 details some of the performance criteria for the program associated with Outcome 1. It also summarises how the program is delivered. The OAIC's 2017–18 corporate plan will outline the OAIC's strategies for achieving its purpose and comprehensive performance measures.

Table 2.2: Performance criteria for Outcome 1

Outcome 1: Provision of public access to Commonwealth Government information, protection of individuals' personal information, and performance of information commissioner, freedom of information and privacy functions	
Program 1.1: Complaint handling, compliance and monitoring, and education and promotion	
Delivery	<ul style="list-style-type: none"> • Providing privacy complaint handling and FOI review and complaints services for the public. • Conducting assessments and investigations, and handling data breach notifications. • Developing the privacy and information access management capabilities of Australian Government agencies. • Developing the privacy management capabilities of businesses. • Promoting awareness and understanding of privacy and information access rights in the community, including the production of educational materials and a public information service. • Developing legislative instruments that are in the public interest.

Table 2.2: Performance criteria for Outcome 1 (continued)

Program 1.1: Complaint handling, compliance and monitoring, and education and promotion (continued)		
Performance information		
Year	Performance criteria	Targets
2016–17	<p>Handling privacy complaints</p> <p>Conducting assessments</p> <p>Conducting Commissioner-initiated investigations (CIIs)</p> <p>Handling voluntary and mandatory data breach notifications (DBNs)</p> <p>Providing a public information service</p> <p>Assisting regulated entities to improve understanding of privacy compliance</p> <p>Promoting awareness and understanding of privacy and information access rights in the community</p> <p>Developing legislative instruments</p> <p>Provide a timely and effective Information Commissioner review function</p> <p>Handling FOI complaints</p>	<p>80% of privacy complaints are finalised within 12 months (on track to meet target).</p> <p>The median time for the completion of assessments is six months (not on track to meet target).</p> <p>80% of CIIs are finalised within eight months (on track to meet target).</p> <p>80% of DBNs are handled or escalated to CII within 60 days (on track to meet target).</p> <p>80% of eHealth DBNs are handled or escalated to CII within 60 days (not on track to meet target)</p> <p>100% of enquiries are finalised within 10 days (not on track to meet target).</p> <p>Key privacy resources are identified, developed and promoted for business, government and the community (on track to meet target).</p> <p>Consultations are undertaken with stakeholders on significant privacy resources (on track to meet target).</p> <p>Proposed enactments and government programs are monitored for privacy impacts (on track to meet target).</p> <p>Advice is provided to government agencies and guidance to business on emerging privacy issues (on track to meet target).</p> <p>Privacy Awareness Week campaign is held, with an increase in the number of participating private and public sector entities and an increase in wider community engagement (on track to meet target).</p> <p>FOI education and information products meet stakeholder needs (on track to meet target).</p> <p>Applications for Public Interest Determinations and Australian Privacy Principles codes are considered and legislative instruments are up to date (on track to meet target).</p> <p>80% of Information Commissioner reviews are completed within 12 months (on track to meet target).</p> <p>80% of FOI complaints are finalised within 12 months (on track to meet target).</p>

Table 2.2: Performance criteria for Outcome 1 (continued)

Program 1.1: Complaint handling, compliance and monitoring, and education and promotion (continued)		
Performance information		
Year	Performance criteria	Targets
2017–18	Handling privacy complaints Conducting privacy Commissioner-initiated investigations (CIIs) Handling data breach notifications (DBNs) Providing an Information Commissioner review function Handling FOI complaints Conducting FOI Commissioner-initiated investigations Providing a public information service	80% of privacy complaints are finalised within 12 months. 80% of privacy CIIs are finalised within eight months. 80% of voluntary DBNs are finalised within 60 days. 80% of My Health Record DBNs are finalised within 60 days. 80% of Information Commissioner reviews are completed within 12 months. 80% of FOI complaints are finalised within 12 months. 80% of FOI CIIs are finalised within eight months. 90% of written enquiries are finalised within 10 days.
2018–19 and beyond	For 2018–19, the performance criteria for Outcome 1 will be further developed.	
Purpose(a)	To promote and uphold privacy and information access rights.	

(a) Refers to updated purpose that will be reflected in the 2017–18 corporate plan.

Section 3: Budgeted financial statements

This section presents budgeted financial statements that provide a comprehensive snapshot of entity finances for the 2017–18 Budget year, including the impact of budget measures and resourcing.

3.1 DIFFERENCES BETWEEN ENTITY RESOURCING AND FINANCIAL STATEMENTS

There is no material difference between the entity resourcing and financial statements.

3.2 ANALYSIS OF BUDGETED FINANCIAL STATEMENTS

The OAIC is budgeting for an underlying break-even operating result for the budget year and forward estimates, after taking into account unfunded depreciation and amortisation expenses.

3.3 BUDGETED FINANCIAL STATEMENTS TABLES

Table 3.1: Comprehensive income statement (showing net cost of services) for the period ended 30 June

	2016–17 Estimated actual \$'000	2017–18 Budget \$'000	2018–19 Forward estimate \$'000	2019–20 Forward estimate \$'000	2020–21 Forward estimate \$'000
EXPENSES					
Employee benefits	9,979	9,507	7,055	6,134	6,163
Suppliers	4,449	4,474	3,328	2,898	2,912
Depreciation and amortisation	560	440	310	210	200
Total expenses	14,988	14,421	10,693	9,242	9,275
LESS:					
OWN-SOURCE INCOME					
Own-source revenue					
Sale of goods and rendering of services	3,777	3,587	85	–	–
Total own-source revenue	3,777	3,587	85	–	–
Gains					
Other	33	33	33	33	33
Total gains	33	33	33	33	33
Total own-source income	3,810	3,620	118	33	33
Net (cost of)/contribution by services	(11,178)	(10,801)	(10,575)	(9,209)	(9,242)
Revenue from government	10,618	10,361	10,265	8,999	9,042
Surplus/(deficit) attributable to the Australian Government	(560)	(440)	(310)	(210)	(200)
Total comprehensive income/(loss) attributable to the Australian Government	(560)	(440)	(310)	(210)	(200)

Note: Impact of net cash appropriation arrangements

	2016–17 \$'000	2017–18 \$'000	2018–19 \$'000	2019–20 \$'000	2020–21 \$'000
Total comprehensive income/(loss) excluding depreciation/amortisation expenses previously funded through revenue appropriations	–	–	–	–	–
Less depreciation/amortisation expenses previously funded through revenue appropriations	560	440	310	210	200
Total comprehensive income/(loss) as per the statement of comprehensive income	(560)	(440)	(310)	(210)	(200)

Prepared on Australian Accounting Standards basis.

Table 3.2: Budgeted departmental balance sheet (as at 30 June)

	2016-17 Estimated actual \$'000	2017-18 Budget \$'000	2018-19 Forward estimate \$'000	2019-20 Forward estimate \$'000	2020-21 Forward estimate \$'000
ASSETS					
Financial assets					
Cash and cash equivalents	4,121	893	893	893	893
Trade and other receivables	1,567	3,057	2,605	2,153	2,153
Total financial assets	5,688	3,950	3,498	3,046	3,046
Non-financial assets					
Property, plant and equipment	862	677	546	465	365
Intangibles	659	469	309	199	118
Other non-financial assets	72	72	72	72	72
Total non-financial assets	1,593	1,218	927	736	555
Total assets	7,281	5,168	4,425	3,782	3,601
LIABILITIES					
Payables					
Suppliers	576	576	576	576	576
Other payables	1,809	614	420	226	245
Total payables	2,385	1,190	996	802	821
Non-interest-bearing liabilities					
Lease incentives	974	496	257	18	18
Total non-interest-bearing liabilities	974	496	257	18	18
Provisions					
Employee provisions	1,893	1,893	1,893	1,893	1,893
Total provisions	1,893	1,893	1,893	1,893	1,893
Total liabilities	5,252	3,579	3,146	2,713	2,732
Net assets	2,029	1,589	1,279	1,069	869
EQUITY					
Parent entity interest					
Contributed equity	2,013	2,013	2,013	2,013	2,013
Reserves	151	151	151	151	151
Retained surplus/(accumulated deficit)	(135)	(575)	(885)	(1,095)	(1,295)
Total parent entity interest	2,029	1,589	1,279	1,069	869
Total equity	2,029	1,589	1,279	1,069	869

Prepared on Australian Accounting Standards basis.

Table 3.3: Departmental statement of changes in equity—summary of movement (budget year 2017–18)

	Retained earnings \$'000	Asset revaluation reserve \$'000	Contributed equity/ capital \$'000	Total equity \$'000
Opening balance as at 1 July 2017				
Balance carried forward from previous period	(135)	151	2,013	2,029
Adjustment for changes in accounting policies	–	–	–	–
Adjusted opening balance	(135)	151	2,013	2,029
Comprehensive income				
Surplus/(deficit) for the period	(440)	–	–	(440)
Total comprehensive income	(440)	–	–	(440)
Of which:				
Attributable to the Australian Government	(440)	–	–	(440)
Estimated closing balance as at 30 June 2018	(575)	151	2,013	1,589
Closing balance attributable to the Australian Government	(575)	151	2,013	1,589

Prepared on Australian Accounting Standards basis.

Table 3.4: Budgeted departmental statement of cash flows (for the period ended 30 June)

	2016–17 Estimated actual \$'000	2017–18 Budget \$'000	2018–19 Forward estimate \$'000	2019–20 Forward estimate \$'000	2020–21 Forward estimate \$'000
OPERATING ACTIVITIES					
Cash received					
Appropriations	10,618	10,361	10,265	8,999	9,042
Receipts from government	3,913	–	1,135	1,164	–
Sale of goods and rendering of services	3,777	3,587	85	–	–
Net GST received	110	110	110	110	–
Total cash received	18,418	14,058	11,595	10,273	9,042
Cash used					
Employees	8,052	10,597	8,183	7,262	6,163
Suppliers	4,506	4,451	3,393	2,992	2,860
s 74 retained revenue receipts transferred to Official Public Account	2,309	2,173	–	–	–
Total cash used	14,867	17,221	11,576	10,254	9,023
Net cash from/(used by) operating activities	3,551	(3,163)	19	19	19
INVESTING ACTIVITIES					
Cash used					
Purchase of property, plant and equipment and intangibles	95	65	19	19	19
Total cash used	95	65	19	19	19
Net cash from/(used by) investing activities	(95)	(65)	(19)	(19)	(19)
Cash and cash equivalents at the beginning of the reporting period	665	4,121	893	893	893
Cash and cash equivalents at the end of the reporting period	4,121	893	893	893	893

Prepared on Australian Accounting Standards basis.

Table 3.5: Departmental capital budget statement (for the period ended 30 June)

	2016–17 Estimated actual \$'000	2017–18 Budget \$'000	2018–19 Forward estimate \$'000	2019–20 Forward estimate \$'000	2020–21 Forward estimate \$'000
PURCHASE OF NON-FINANCIAL ASSETS					
Funded internally from departmental resources(a)	95	65	19	19	19
Total purchases of non-financial assets	95	65	19	19	19
RECONCILIATION OF CASH USED TO ACQUIRE ASSETS TO ASSET MOVEMENT TABLE					
Total purchases	95	65	19	19	19
Total cash used to acquire assets	95	65	19	19	19

Prepared on Australian Accounting Standards basis.

(a) Includes funding from current Bill 1 appropriations and section 74 retained revenue receipts.

Table 3.6: Statement of asset movements (budget year 2017–18)

	Property, plant & equipment \$'000	Computer software & intangibles \$'000	Total \$'000
As at 1 July 2017			
Gross book value	2,429	2,641	5,070
Accumulated depreciation/amortisation and impairment	(1,567)	(1,982)	(3,549)
Opening net book balance	862	659	1,521
CAPITAL ASSET ADDITIONS			
Estimated expenditure on new or replacement assets			
By purchase—appropriation ordinary annual services	65	–	65
Total additions	65	–	65
Other movements			
Depreciation/amortisation expense	(250)	(190)	(440)
Total other movements	(250)	(190)	(440)
As at 30 June 2018			
Gross book value	927	659	1,586
Accumulated depreciation/amortisation and impairment	(250)	(190)	(440)
Closing net book balance	677	469	1,146

Prepared on Australian Accounting Standards basis.