



The Hon Luke Donnellan MP

Minister for Roads and Road Safety
Minister for Ports

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Rec'd 17/1/18

Ref: BMIN18002193R

Ms Rachel Johnson
Chief Executive Officer
Victorian Ports Corporation (Melbourne)
GPO Box 261
MELBOURNE VIC 3001

Dear Ms Johnson

Rachel

STATEMENT OF EXPECTATIONS FOR VICTORIAN PORTS CORPORATION (MELBOURNE)

I am pleased to provide you with this Statement of Expectations (SOE) for Victorian Ports Corporation (Melbourne) (VPCM). This SOE commences on the date on which it was signed to 30 June 2020, or until otherwise amended.

Improving the administration and enforcement of regulation

This SOE sets out my expectations of VPCM's contribution to the Government's Regulations Reform Program to reduce red tape affecting businesses, not-for-profit organisations, government service providers and individuals.

This SOE outlines key governance and performance objectives and targets aimed at promoting greater efficiency and effectiveness in the administration and enforcement of regulation and thus reducing VPCM's cost impacts on business and the community.

As Minister for Ports, I am responsible for administering the *Transport Integration Act 2010*, the *Ports Services Act 1995*, the *Ports Management Act 1995 (Vic)* and the *Marine Safety Act 2010 (Vic)*. As you are aware, these laws establish the VPCM and provide the VPCM with powers to perform regulatory functions under the relevant legislation, for example, to provide for the safety of navigation in port of Melbourne waters and channels.

This SOE should be read within the context of VPCM's objects, functions, powers and duties outlined in the *Transport Integration Act 2010* as well as other legislation and specific regulations.

Improvements and targets

Following consultation with Transport for Victoria, the Office of the Commissioner for Better Regulation and VPCM, I have identified some compliance and administrative processes that impose costs on businesses, not-for-profits, government service providers and individuals. I expect VPCM to identify activities it will undertake to achieve the following:

- streamline administrative processes to improve timeliness and efficiency of application and notification transactions, including a review of the dangerous goods notification process
- improve guidance and communication with industry participants, including by reviewing Harbour Master's Directions to ensure regulatory clarity and engagement with commercial operators.

In developing actions to achieve these improvements and targets, VPCM is expected to consult with the Office of the Commissioner for Better Regulation, business and the broader community as appropriate.

Timeliness

Timeliness is an important component of good regulatory practice. I expect VPCM to reduce the time taken for key decisions as far as quality, resourcing and due process allow. I also expect that VPCM will improve the availability of online services and simplify processes, where possible, to reduce regulatory burden for individuals and businesses to complete forms and applications and streamline collecting and processing information.

I expect VPCM to clearly communicate timelines for your processes to individuals and businesses to reduce uncertainty and avoid duplication. As far as it is practical, I expect that VPCM will align these timelines with other regulators where appropriate.

Reporting

Reporting on VPCM progress to achieve these SOE performance targets should be undertaken in the context of annual financial reporting to avoid duplication. As part of annual reporting, regulators are expected to report on:

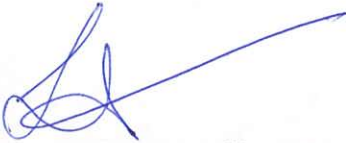
- current baseline levels for performance targets set in this SOE
- activities to be undertaken to reach the performance targets and improvements set out in this SOE.

I also expect that these SOE performance measures will be incorporated into VPCM's Corporate Plan, and this SOE should be published on VPCM's website upon receipt.

I expect that within three months of receipt of this letter, VPCM will respond to this SOE, outlining how it intends to achieve the performance improvements and targets set in this SOE. This response should include details of the specific activities that will be undertaken by VPCM.

I look forward to seeing VPCM continuously working towards achieving best practice in the administration and enforcement of regulation in Victoria.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'L. Donnellan', with a long horizontal stroke extending to the right.

Hon Luke Donnellan MP
Minister for Ports

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