CONTACT US
If you would like further information about TCA and what we can do for you, please contact us:

Transport Certification Australia
Level 12
535 Bourke Street
Melbourne 3000
Phone: +61 3 8601 4600
Fax: +61 3 8601 4611
Email: tca@tca.gov.au
Web: www.tca.gov.au

TRANSPORT CERTIFICATION AUSTRALIA
ANNUAL REPORT 2012-13
KEY STAKEHOLDER COMMENTS

ANDERS BERNDTISSON
Transport Solutions Specialist, Trafikverket (Swedish Transport Administration) – July 2012

“We led a Swedish delegation to Australia late last year (2011) to learn how the IAP worked and were very impressed with what had been accomplished.”

“One of the things that impressed us most was its flexibility. We wanted to avoid a rigid solution that was unable to cope with social and technological change. Seeing the IAP up and running alongside other technologies (such as On-board Mass monitoring) and across many different transport tasks (from grain trucks to cranes) was a real eye opener for us.”

JOHN GILLESPIE
Managing Director, Gillespies Cranes – August 2012

“The industry was in need of reform that supported best regulatory practice to ensure an effective and appropriate enforcement regime and assure a level, competitive and fair playing field for all crane operators.”

“Applying the IAP, on all high risk mobile cranes, levels the playing field within the NSW crane industry. That’s because all mobile crane operators are now required to operate under the same set of rules, which are monitored and verified by an independent third party.”

PETER HART
Managing Director, Grainhart Transport – October 2012

“Transport is a highly competitive sector and we are constantly on the lookout for ways to operate smarter, safer and better.”

“Achieving the highest possible standards for productivity, safety and the environment, having the ability to quickly and effectively respond to the changing needs of our customers and meeting all our compliance and social responsibility obligations are at the heart of our business philosophy.”

“We were blown away by the OBM system, which allows us to ensure gross, and axle group limits are not breached, while also ensuring that we can get the ideal load distribution to the maximum allowable payload under approved access conditions.”

MATTHIAS RUETE
Director General Mobility and Transport, European Commission – February 2013

“The EU and Australia share many of the same challenges. Like Australia, the capacity to further expand our transport infrastructure is limited by geography. We have heard a lot about the success of the Intelligent Access Program (IAP) and see enormous potential for driving productivity, efficiency, safety and environmental gains through the use of GPS based telematics.”

SUSAN HARRIS
CEO, ITS Australia – September 2013

“TCA has been a creative and confident leader in a complex sector of the ITS industry.”

“TCA’s achievements have set industry benchmarks and highlight to all transport stakeholders the significant benefits delivered by intelligent transport systems.”

HENRY GUNDRY
Environment and Operations Manager, Veolia Environmental Services – May 2013

“The IAP is but one of the many leading edge technologies which we utilise to enable us to meet these corporate goals and embed our corporate values. It is a technology that provides complete assurance for our business. As we embark on our future growth plans, the benefits which we have accrued to date through the IAP will grow and will reinforce its benefits as facilitator of the adoption of a leading edge technology.”
DEAR MEMBER
Transport Certification Australia (TCA) 2012-13 Annual Report

It is with pleasure that I present the Annual Report for Transport Certification Australia, for the period from 1 July 2012 to 30 June 2013.

The Report is presented in accordance with the Company’s Constitution and Memorandum of Understanding, along with the financial reporting requirements of the Corporations Act 2001 (Commonwealth).

I look forward to your continued support.

Yours sincerely

Stephen Golding, AM, RFD
Chairperson
Transport Certification Australia Limited
29 November 2013

Mr Mike Mrdak
Secretary
Department of Infrastructure and Regional Development
GPO Box 1549
CANBERRA ACT 2601

Mr Norm McIlfatrick
Secretary
Department of Infrastructure, Energy and Resources
GPO Box 936
HOBART TAS 7001

Mr Rod Hook
Chief Executive
Department of Planning, Transport and Infrastructure
PO Box 1533
ADELAIDE SA 5001

Ms Clare Gardiner-Barnes
Chief Executive
Department of Transport
GPO Box 2520
DARWIN NT 0801

Mr Neil Scales OBE
Director-General
Department of Transport and Main Roads
GPO Box 1549
BRISBANE QLD 4001

Mr Kathy Leijig
Director-General
Justice and Community Safety Directorate
GPO Box 158
CANBERRA CITY ACT 2601

Mr Stephen Troughton
Managing Director
Main Roads Western Australia
Dan Allen Centre
Waterloo Crescent
EAST PERTH WA 6004

Mr Peter Duncan
Chief Executive
Roads and Maritime Services
Locked Bag 928
NORTH SYDNEY NSW 2059

Mr Peter Todd
Acting Chief Executive
Roads Corporation (VicRoads)
60 Denmark Street
KEW VIC 3101
The 2012-13 financial year saw considerable achievements delivered by TCA in what was, on reflection, a period of significant change.

During this period TCA was actively engaged in the Australian Government’s Review of the National Transport Commission (NTC) and other Relevant Transport Bodies.

TCA articulated its strategic orientation during the Review – under the guidance and direction of the TCA Board – as a national ‘cross-cutting’ body that is positioned to support multiple policy areas, government bodies and industry sectors to support the current and emerging telematics and intelligent technology needs of Australian Governments.

TCA’s administration of the National Telematics Framework – which provides a nationally agreed environment for the use of telematics and intelligent technologies across different policy areas and industry sectors – continues to deliver cost-effective outcomes through the provision of a multi-provider, multi-application technology and operating framework.

With key elements of the Framework now internationally recognised and endorsed through the International Standards Organisation (ISO), the National Telematics Framework is widely regarded as world’s best practice to support the use of telematics and intelligent technologies. The Review recognised that through its administration of the National Telematics Framework, TCA has established a national, cross portfolio perspective in the area of telematics and intelligent technologies, which transcends traditional policy areas of government.

More specifically, TCA highlighted how it can support government agencies, national regulators and industry – cutting across all transport modes and policy areas that utilise telematics, intelligent technologies and, in time, C-ITS applications.

TCA also emphasised that its business and revenue model is designed to be scalable and self sustaining. This means that TCA’s requirement for government funding actually decreases as existing programs grow and additional programs are administered by TCA, while the value to governments in both direct and public purpose outcomes increases.

This is because TCA has established a sustainable operating and budget model which enables costs to be shared between beneficiaries of TCA’s work, including governments, end-users and technology providers.

The apportionment of costs and the ‘cross-cutting’ nature of TCA to support multiple policy areas, government bodies and industry sectors means that governments can avoid significant costs often associated with technology-based initiatives, projects and programs through traditional procurement models – which has the potential to reduce the technology input costs associated with implementation.

During 2012-13, the availability of the National Telematics Framework enabled a diverse suit of initiatives, programs and deliverables to be realised for Australian Governments:

- The completion of the two-year Operational Pilot of Electronic Work Diaries (EWD), which found EWDs to be technically and operationally feasible, while also identifying the safety benefits that can be realised through the implementation of EWDs.
- The expanded, national availability of the Entry Options initiative, which – for the first time – allows any transport operator will to ask TCA to conduct an initial assessment of its in-vehicle technology for use in the IAP – at absolutely no cost to them.
- The introduction of flexible IAP pricing for those transport operators with an infrequent and occasional need to load to Higher Mass Limits (HML).
- The introduction of the Certified Telematics Service (CTS), which responds to calls for the provision of independently certified and audited telematics systems and associated services.
- The availability of Intelligent Speed Management (ISM), providing users of GPS-enabled telematics systems with a way to accurately measure vehicle speed.
- The formation of the Telematics Industry Group (TIG), which provides a consultative forum between TCA and the broader telematics industry on current and emerging issues of interest.

I commend TCA on its achievements during 2012-13, and acknowledge that without the ongoing commitment of TCA’s Member organisations, TCA’s local and international leadership in the area of telematics and intelligent technologies could not have been realised.

TCA remains ‘on-tap’ to provide Advice, Accreditation and Administration services across government and industry sectors, and I look forward to working with a growing range of government agencies and industry sectors to leverage the National Telematics Framework further in 2013-14 and beyond.

Yours sincerely,

Stephen Golding, AM, RFD
Chairperson
Transport Certification Australia
TCA delivered significant transformational outcomes during the 2012-13 financial year – which have been of both national and international significance – while at the same time achieving a stronger budgetary position than the projections contained in TCA’s 2012-13 business plan.

At the forefront of the achievements was the considerable attention and interest in the Intelligent Access Program (IAP) observed during 2012-13, attributable largely to the strong leadership from the New South Wales Minister for Roads and Maritime, the Hon Minister Gay MLC. In April 2013 Minister Gay publicly announced two major advancements to make the IAP more flexible and cost effective for transport operators – namely the introduction of the Entry Options initiative and the availability of flexible IAP pricing.

The Entry Options initiative allows any transport operator to provide their In-Vehicle Unit (IVU) for assessment for use in the IAP – at absolutely no cost – while flexible IAP pricing recognises the diverse needs of transport operators when it comes to higher Mass Limits (HML) utilisation.

Under flexible IAP pricing, TCA reduces its Operational Fee – which covers the costs of auditing IAP services delivered by IAP Service Providers to satisfy regulatory requirements – based on the level of HML use per vehicle, on a monthly basis.

As at the end of June 2013, TCA had received 15 different IVUs from transport operators through the Entry Options initiative, with discussions underway with a number of other transport operators who have expressed an interest in having their IVUs assessed.

The advancements made to the IAP provide renewed opportunities for a wider range of transport operators to take advantage of the productivity benefits available through the IAP by TCA’s Member Agencies.

In response, the transport industry has driven considerable growth in the IAP during 2012-13, and I am pleased to advise that over 630 transport operators across the country are benefitting from over 4,000 access entitlements made available by road and transport agencies.

Beyond the IAP, TCA’s activities during 2012-13 continued to support the policy reform objectives of the Transport and Infrastructure Senior Officials Committee (TISOC) and its members, while upholding the principles of the Policy Framework for Intelligent Transport Systems in Australia, which was endorsed by the Standing Council on Infrastructure and Transport (SCOTT) in November 2011.

This was demonstrated by the critical nationally-orientated work undertaken by TCA on key projects such as On-Board Mass Units (OBMU) and Electronic Work Diaries (EWD), and other forward-looking initiatives including TCA’s engagement with the Heavy Vehicle Charging and Investment (HVIC) project to advise on technical and operational options, as well as evolving existing national programs.

TCA has demonstrated through various projects the synergies that can be achieved by working collaboratively – allowing policy to drive technical investigation, and with appropriate feedback loops as technology is developed and piloted to test and inform policy questions.

More specifically, TCA’s collaborative work on the national Operational Pilot for EWDs provides an example of how technology and policy discussions can be coordinated to facilitate a two-way exchange of learning and knowledge, helping shape the implementation and policy parameters going forward. More specifically, the pilot of EWD systems was able to answer a number of policy questions in a real technical, operational and commercial environment, facilitating policy development.

This means that Governments can be far more responsive in developing and implementing technology-enabled policies and programs, and can reduce risks associated with the misalignment between technology implementation and policy intent.

TCA is now administering a growing portfolio of telematics and intelligent technology services, including the Intelligent Access Program (IAP), Intelligent Speed Compliance (ISC), Intelligent Speed Management (ISM), the Certified Telematics Services (CTS), Intelligent Access Program Mass (IAPm), as well as the introduction of type-approved devices including On-Board Mass Units (OBMU) and In-Vehicle Units (IVU).

Furthermore, TCA’s influence can already be found in a wide range of business areas where public benefits are being realised, including the mining sector, taxis, locomotives, school buses and a suite of construction vehicles.

This reflects and responds to the growing use of telematics and intelligent technologies to address public policy needs, as well as the desire by elements of the private sector to obtain assurance that commercial telematics systems are meeting a minimum standard.

Yet, with the near ubiquitous use of GPS-enabled telematics across a spectrum of applications, some may be inclined to think that all systems and services are created equal, and perform as intended – but this is most certainly not the case. When so many are now turning to the use of telematics to manage contracts, service levels and duty of care obligations, the implications of not being able to rely on telematics systems and services can be far reaching. Any situation or decision where the accuracy and quality of data is open to scrutiny – including access to data by third parties – can have serious consequences.

TCA’s experience as a certifier, auditor and administrator of national programs reveals there can be major discrepancies in the accuracy, reporting frequency, reliability, performance and security of telematics systems and associated services by a provider, to name but a few.

In this context, the assurance TCA provides through the National Telematics Framework in delivering real, measurable outcomes through telematics and intelligent technologies was repeatedly recognised during 2012-13.

The Tasmanian Department of Infrastructure, Energy and Resources (DER) commenced the implementation of its School Bus Contract Management Program using a CTS administered by TCA during 2012-13. Through its national certification and audit program administered on behalf of Australian Governments, TCA ensures that through DER’s use of CTS, bus operators can have the highest levels of confidence that the information being collected and transmitted is accurate and secure.
Given that DIER’s contract payments for these particular school bus services are based upon the data collected, the integrity of data collection, transmission, storage and use is of critical importance to bus operators. The separation of roles and responsibilities minimises any real or perceived conflicts of interest in the payment of these particular school bus services.

TCA also continued to foster effective, collaborative working relationships with international stakeholders during 2012-13. In September 2012, TCA had entered into a Memorandum of Understanding (MoU) which was signed between Transport Certification Australia (TCA) and Trafikverket (Swedish Transport Administration). The MoU formally puts in place a foundation for ongoing collaboration that will provide for the development of a long-term strategic partnership between Trafikverket and TCA, and represents an important opportunity for sharing knowledge, skills and capabilities that will contribute to enhanced productivity, efficiency, safety and environmental performance.

At the time of going to print, TCA received international acknowledgement for its work in establishing and administering the National Telematics Framework, core elements of which are now recognised globally through the International Standards Organisation (ISO).

In 2012-13, TCA was awarded the ITS Asia Pacific Industry Award at the 20th ITS World Congress in Tokyo, Japan during October 2013. TCA’s work in deploying practical applications through the Framework is widely regarded as world’s best practice to support the use of telematics and intelligent technologies.

The ITS Asia Pacific Industry Award highlights how TCA has enabled major productivity, safety and environmental outcomes to be achieved without being predicated on major investment programs, and follows TCA receiving other prestigious awards from the Logistics Association of Australia (LAA), the Chartered Institute of Logistics and Transport Australia (CILTA) and the Supply Chain and Logistics Association (SCLA) during 2012-13.

Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies. I look forward to working with all stakeholders as we embrace what is an exciting, and strategically important, field of transport reform.

Yours sincerely

Chris Koniditsuotos
Chief Executive Officer
Transport Certification Australia

About Transport Certification Australia

TCA is a national government body responsible for providing assurance in the use of telematics and intelligent technologies, to support the current and emerging needs of Australian Governments and industry sectors.

A National Telematics Framework is administered by TCA, which provides a nationally agreed operational environment that can be used for multiple uses, across different policy and industry needs. TCA promotes the alignment of any ITS-based initiative with the principles of the Policy Framework for Intelligent Transport Systems in Australia – approved by the Standing Council of Transport and Infrastructure (SCOTI) in November 2011.

Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies. Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies. Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies.

Increasing awareness among policy makers, stakeholders and the wider community of the potential benefits of telematics for public policy and industry environments.

TCA’s work in deploying practical applications through the Framework is widely regarded as world’s best practice to support the use of telematics and intelligent technologies.

Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies. Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies. Privacy must be positioned at the heart of policy when dealing with telematics, C-ITS and intelligent technologies.
TCA CONTINUES TO BUILD A NATIONAL CROSS-PORTFOLIO PERSPECTIVE IN THE AREA OF TELEMATICS AND INTELLIGENT TRANSPORT SYSTEMS (ITS)

INTRODUCTION
During 2012-13 telematics and intelligent transport technologies played an increasing role across government agendas, enabling the delivery of innovation and effective reforms which contribute towards improved productivity, safety and compliance outcomes.

TCA’s Members have leveraged Advice, Accreditation and Administration services from TCA, allowing policy makers to focus on policy outcomes, rather than developing technology inputs.

TCA continues to build a national, cross-portfolio perspective in the area of telematics and Intelligent Transport Systems (ITS), transcending traditional policy areas of government.

TCA CAN SUPPORT MULTIPLE POLICY ARENAS

Australian Governments are turning to technology-enabled reforms across different modes of transport, and across multiple policy areas and industry sectors including (but not limited to):
- Charging
- Mining
- Occupational Health and Safety (OHS)
- Ports
- Public transport
- Railway
- Safety (for light and heavy vehicles, and across transport modes).

ADVICE

Leading the development of international standards
TCA continues to lead the international development of ISO 15638 – Framework for Collaborative Telematics Applications for Regulation of Commercial Freight Vehicles, which consists of 19 elements to support a breadth of Co-operative ITS (C-ITS) applications now and into the future. ISO 15638 adopts key elements of the National Telematics Framework which, after being put forward for international consideration and scrutiny, was found to be innovative and important enough to become an ISO standard in its own right.

This is a significant accomplishment for Australia on the international stage.

Positioning TCA for the future – the 2012 Review of the National Transport Commission (NTC) and other Relevant Transport Bodies
TCA positioned its strategic role to support the current and emerging needs of Australian Governments, during the 2012 Review of the National Transport Commission (NTC) and other Relevant Transport Bodies.

TCA articulated its strategic orientation as a ‘cross-cutting’ body that can support multiple policy arenas, government bodies and industry verticals.

Intelligent Speed Management (ISM)
TCA introduced the availability of ISM, after it was found there can be major discrepancies in the way speed is measured between different telematics systems.

ISM specifies the technical and operating requirements necessary to obtain accurate speed measurements from GPS-based telematics systems.

With obligations placed on all parties along the transport and logistics chain to manage heavy vehicle compliance, ISM gives transport operators the right tools to measure vehicle speed with a high degree of accuracy.

Supporting the establishment of the National Heavy Vehicle Regulator (NHVR)
TCA has worked closely with its Members to manage the transition to the NHVR.
TCA has worked with the NHVR and the National Transport Commission (NTC) to finalise the components of the Heavy Vehicle National Law (HVN), which relate to TCA and the IAP, to ensure it is consistent with operational practice.

Planning also continues towards the longer-term transition of the IAP operational environment.

ACCREDITATION

Completion of the Operational Pilot of Electronic Work Diaries - (EWDs)

TCA completed a national Operational Pilot of Electronic Work Diaries (EWDs) with the New South Wales Government, the outcomes of which demonstrated that EWDs are technically and operationally feasible.

The Pilot also demonstrated the valuable safety benefits that could be derived from the implementation of EWDs, with the potential to save lives and reduce road trauma where fatigue and/or speed is involved.

TCA prepared a final report on the outcomes of the Pilot, for presentation to the Transport and Infrastructure Senior Officials Committee (TISOC).

On-Board Mass Unit (OBMU) Interface Specification

TCA finalised preparatory requirements to commence the type-approval of OBMUs against a nationally-agreed performance-based functional and technical specification, during the second half of 2013.

The specification incorporates functional and technical requirements for:
- Accuracy
- Security
- Installation
- Calibration
- Maintenance

The specification follows considerable work by TCA in consultation with road and transport agencies, the OBM industry and transport operators.

An initial evaluation of all OBM units by TCA commenced in 2013, which led to the development of a draft functional and technical specification.

TCA’s draft functional and technical specification was further informed by practical deployments of OBM units by industry and government.

Type-approved OBM units provide tangible benefits to transport operators, and are supported with operational and maintenance guidelines – providing the necessary assurance to transport operators in their use.

OBMU-IVU Interface Specification

To support the type-approval of On-Board Mass (OBM) units, TCA developed an On-Board Mass Unit (OBMU) – In-Vehicle Unit (IVU) Interface Specification, providing an open, interoperable standard between OBMUs and IVUs, enabling mass and vehicle configuration to be consistently established between multi-component vehicle configurations.

National Association of Testing Authorities (NATA) Accreditation

TCA has worked with the NATA to obtain accreditation in the testing of speed monitoring systems.

Subject to final approval, TCA will be the first organisation anywhere in Australia to obtain this accreditation, enabling TCA to perform independent speed assessments for government and industry, across multiple systems.
ADMINISTRATION

Advancements to the Intelligent Access Program (IAP) – Entry Options initiative and Flexible IAP Pricing

TCA implemented a package of reforms to make the IAP more flexible and cost effective for transport operators. The reforms include two major advancements:

• Entry Options initiative – which allows transport operators to present their existing in-vehicle technology for assessment by TCA
• Flexible Pricing – which provides a reduction in TCA’s Operational Fees for transport operators with an infrequent or occasional need to load to Higher Mass Limits (HML)

• These reforms have provided renewed opportunities for a wider range of transport operators to take advantage of the productivity benefits available through the IAP.

IAP in Sweden

TCA entered into a Memorandum of Understanding (MoU) with Trafikverket (Swedish Transport Administration), which is responsible for managing and planning Sweden’s transport system for road, rail, maritime and air traffic.

The MoU underpins the operational pilot of the IAP in Sweden – scheduled to commence by the end of 2013 – and is facilitating an exchange of knowledge, skills and capabilities in the field of telematics, delivering mutual long-term mutual benefits to both countries.

TCA also entered into a Cooperation Agreement with Lund University to enable the start of a three year operational pilot of the IAP in Sweden.

Certified Telematics Service (CTS)

TCA introduced the availability of a Certified Telematics Service (CTS) in response to calls for the provision of independently certified and audited telematics systems and associated services.

CTS references a nationally-agreed suite of technical, functional, business and legal requirements, and leverages TCA’s established certification and audit program for telematics for Australian Governments. Services certified as a CTS by TCA can include a combination of components from the CTS Framework to satisfy different business and user needs, where public purpose outcomes are sought.

Privacy

Upholding strict privacy protection safeguards are a key cornerstone of TCA’s existence and it acknowledges the critical role privacy plays in the management of data collection.

Telematics and intelligent technologies, by their very nature, have the ability to capture, record, transmit and store vehicle-based information at high-frequency intervals. Without strong privacy protection safeguards to support the use of telematics – and in time C-ITS – stakeholders will reserve the right to question how their information will be used, and under what circumstances.

The IAP contains strong privacy protection and data management requirements in national law.

TCA administers the National Telematics Framework that is underpinned by an audit program to ensure compliance with relevant agreements and specifications.

MAJOR TCA ACHIEVEMENTS 2012-2013

Tasmanian School Bus Contract Management Program

The first stage of deployment for the School Bus Contract Management Program – which represents the first CTS application to be adopted – commenced at the beginning of 2013.

Core technology certified by TCA is being used by the Tasmanian Department of Infrastructure, Energy and Resources (IER) to verify student travel, and route and timetable assurance, on selected Tasmanian school bus service contracts.

Establishment of new Telematics Industry Group (TIG)

TCA has established the Telematics Industry Group to play a key role in advancing positive outcomes through the intersection of policy and technology, and to provide a consultative forum between TCA and the broader telematics industry on current and emerging issues of interest.

The Telematics Industry Group has attracted a diverse range of interested stakeholders including providers of telematics products and services – including Service Providers certified by TCA – and major telecommunications providers.
### STRATEGIC OBJECTIVES

1. Provide stakeholders value with a fit-for-purpose IAP (i.e. Product that works today and tomorrow)

#### ORGANISATIONAL OBJECTIVES

1.1 Continued certification of applicants wishing to be IAP Service Providers

- TCA remained available to engage with technology providers seeking TCA certification.
- TCA maintained the health and growth of the Intelligent Access Program (IAP) with a competitive market of five (5) IAP Service Providers throughout 2012-13.

1.2 Continued delivery of the operational environment, re-certification and audit program for IAP Service Providers to ensure operational efficiency of the IAP

- TCA's audit program includes the ongoing assessment of technical, functional, business operations and due diligence of Service Providers certified by TCA. The TCA audit program comprises assessments that are undertaken:
  - Continuously (i.e. 24/7/365)
  - Periodically (i.e. weekly, monthly, quarterly, biannually, annually)
  - On a triggered basis
- TCA maintained the renewal of IAP Service Provider contracts, which mature at 3 years.
- TCA managed the Jurisdiction Liaison Group (JLG) Helpdesk service to provide Member agencies with a direct communication channel for advice and collaboration between TCA and its Members.
- TCA made harmonisation runs available for Member agencies to conduct field tests to ensure accuracy in interfacing between IAP Service Providers and Member information management systems.
- TCA's Quality Monitoring Stations were maintained in Melbourne and Hobart, ensuring reliable and accurate monitoring of IVUs and the GPS network.
- TCA operated two GPS simulators, which has enabled greater efficiency in testing for certification, re-certification, audit and operational activities, reducing the need for deploying staff to the field and allowing flexible testing methodologies.
- TCA's use of its Audit Test Vehicles enabled validation testing of real world environments for certification and re-certification activities, in combination with other test approaches.
- TCA administered and updated the national Intelligent Access Map (IAM) to ensure an up to date, accurate national data set.

#### OUTCOMES

- KPI delivered
- KPI achieved and being maintained
1.3 Maintain the IAP with advancements in capability, technology, and services consistent with the broad-based collaborative efforts between the private and public sectors.

- TCA introduced advancements to the IAP, to make more flexible and cost effective for transport operators. The advancements include two major reforms:
  - Entry Options initiative – which allows transport operators to present their existing in-vehicle technology for assessment by TCA.
  - Flexible Pricing – which provides a reduction in TCA’s Operational Fees for transport operators with an infrequent or occasional need to load to Higher Mass Limits (HML).

These reforms have provided renewed opportunities for a wider range of transport operators to take advantage of the productivity benefits available through the IAP.

- TCA successfully managed ongoing improvements for IAP Service Provider re-certification, contributing to a more efficient processing and resolution of reporting issues.

- The TCA audit program was refined with the implementation of the TCA Audit System (TAS-DAS).

- TCA maintained a continuous monitoring and reporting program which informs Members on the interfacing performance of their systems with IAP Service Providers. This enhances reliability and performance of communication channels.

- TCA ensured that its Information and Communications Technology (ICT) systems were maintained to a high standard, ensuring ongoing reliability and efficient on-time delivery for all operational activities critical to the successful operation of the IAP, minimising downtime.

- TCA ensured that the specification and test protocols for the IAP continue to be assessed and updated to ensure they continue to meet best-practice. The latest Addendum to the Specification – Addendum 7 was approved by the Board on 24 April 2013.

1.4 Liaise with the National Transport Commission, National Heavy Vehicle Regulator Project Office and Members directly on matters related to the maintenance and revision of the Model and Local IAP legislation.

- TCA has worked closely with its Members, the National Transport Commission (NTC) and the National Heavy Vehicle Regulator (NHVR) to ensure the components of the Heavy Vehicle National Law (HVNL) which relate to TCA and the IAP align with operational practice. TCA has also supported the NHVR in the implementation and operation of its spatial environment.
**Intellectual Property:**
TCA continued to successfully manage its intellectual property (IP) in 2012-13. Current status of TCA's IP is as follows:

- **Trademarks (TMs):**
  - TCA currently has 13 trademarks registered in Australia and New Zealand
  - TCA currently has 3 trademarks that have been filed (attending to objections) in Australia and New Zealand

- **Patents:**
  - IAP:
    - Australia – granted
    - New Zealand – granted
    - International Patent – filed in Europe, Canada and the United States of America – pending and awaiting examination (attending to objections in the U.S.)
  - OBM:
    - Australia – OBM provisional application completed
    - Australia – OBM complete application filed
    - International OBM application filed – in Europe, Canada and the United States of America
### KEY ACHIEVEMENTS 2012-2013

#### 2. Meet stakeholder needs and expectations in the operation of the IAP (i.e. Effective stakeholder relationships)

##### STRATEGIC OBJECTIVES

2.1 Provide technical and business leadership and training to overcome the challenges to IAP understanding, deployment and use by Members and making it address the needs of the National Heavy Vehicle Regulator (as necessary) - to ensure an operationally and legally sound IAP

2.2 Provide leadership and communication to overcome the challenges to IAP understanding by non-Member stakeholders

2.3 Promote leadership and communication in support of IAP Service Providers

##### ORGANISATIONAL OBJECTIVES

2.1 Provide technical and business leadership and training to overcome the challenges to IAP understanding, deployment and use by Members and making it address the needs of the National Heavy Vehicle Regulator (as necessary) - to ensure an operationally and legally sound IAP

- TCA provided assistance on technical, operational and legal matters as necessary, and was proactive in addressing the prioritised needs of its Members.
- TCA worked with Members to support the use of access Applications under the IAP.
- TCA continued to work closely with Members to progress current and emerging matters relating to access management arrangements. TCA held meetings with the Jurisdiction Liaison Group (JLG) in September 2012, December 2012 and April 2013.
- TCA provided support to Queensland Department of Transport and Main Roads (TMR) in undertaking 3 IVU and speed assessments.
- TCA provided support and worked with Members to ensure a rigorous evidentiary standard for IAP is maintained. This included reviews of documentation.

2.2 Provide leadership and communication to overcome the challenges to IAP understanding by non-Member stakeholders

- TCA continued to deliver and promote its ‘IAP – What’s In It For Me?’ case studies.
- TCA also introduced a new series of case studies – known as ‘Certified Telematics – Providing Assurance’, to promote the value of independently certified telematics into other industry verticals.
- TCA issued regular media releases to promote awareness of TCA and the IAP and other programs and services.
- TCA continued to display leadership and effective communications at external meetings.

2.3 Promote leadership and communication in support of IAP Service Providers

- TCA enhanced the level of engagement with IAP Service Providers, with a focus on emerging developments of strategic significance especially with respect to the introduction of Intelligent Speed Compliance (ISC), the Certified Telematics Service (CTS), the In-Vehicle Unit (IVU) specification and type-approval, the commencement of type-approval of On-Board Mass Units (OBMU), and a combined certified service utilising the IAP with type-approved OBMUs – known as IAPm.
### KEY ACHIEVEMENTS 2012-2013

#### STRATEGIC OBJECTIVES

3. Influence and encourage cultural and behavioural change in the adoption of vehicle telematics (i.e. Achieve business success)

#### ORGANISATIONAL OBJECTIVES

3.1 Increase awareness of and promote a vision on how vehicle telematics can contribute to meeting current and emerging challenges on the Australian road transport system

#### OUTCOMES

- TCA positioned its strategic role to support the current and emerging needs of Australian Governments, during the 2012 Review of the National Transport Commission (NTC) and other Relevant Transport Bodies.
- TCA established a new Telematics Industry Group (TIG) to provide a consultative forum between TCA and the telematics industry on current and emerging issues of interest.
- TCA personnel were engaged as members of several industry committees to advance international standards and the progression of intelligent transport systems, including:
  - Australian Logistics Council (ALC) ICT Working Group
  - Austroads Industry Reference Group on Co-operative ITS (C-ITS)
  - International Standards Organisation (ISO) Technical Committee 204
  - National Transport Commission (NTC) Telematics Working Group
  - Standards Australia IT-023
  - Voluntary In-Vehicle Telematics Working Group
- TCA actively participated in key national and international telematics infrastructure and transport industry events. For full listing see page 38.

3.2 Encourage Members to adopt the IAP for heavy vehicle access assurance purposes

The number of transport operators and vehicles enrolled in the IAP continued to grow during 2012-13, exceeding projections in TCA’s Business Plan.

The growth in vehicle take-up was influenced by the renewed interest generated by the advancements made to the IAP – the introductions of the Entry Options Initiative and Flexible IAP Pricing.

New access arrangements have also been made available through the IAP, with the Victorian Government having announced an expansion to the access entitlements available to Higher Productivity Freight Vehicles (HPFVs) in Victoria in April 2013.

TCA has also received high-profile third-party endorsement of the benefits of the IAP by jointly winning three major awards during 2012-13:

- TCA and Scott Corporation Limited (SCL) were jointly awarded the Leadership in Logistics Operations Environment Award from the Logistics Association Australia (LAA). This award recognises innovation, continuous improvement and participation in the logistics and supply chain operations environment, encompassing sustainability.
- TCA and the Queensland Department of Transport and Main Roads (TMR) were jointly awarded the Transport and Logistics Excellence Award in Environment by the Chartered Institute of Logistics and Transport Australia (CILTA). This award recognises organisations that have demonstrated a practical and exceptional commitment to excellence in environmental management in Australian transport and logistics that has delivered outstanding results.
- TCA and the Queensland Department of Transport and Main Roads (TMR) were jointly awarded the Environmental Excellence Award at the Australian Supply Chain and Logistics Awards (ASCLA). This award recognises corporate leadership contributing to the solution of environmental sustainability within our industry through performance and action.
3. Cont’d  
Influence and encourage cultural and behavioural change in the adoption of vehicle telematics (i.e. Achieve business success)
### Strategic Objectives

3. Cont’d
Influence and encourage cultural and behavioural change in the adoption of vehicle telematics (i.e. Achieve business success)

### Organisational Objectives

3.4 Continue to participate in running pilots and trials

### Outcomes

- **Electronic Work Diaries (EWDs)**
  - TCA completed a national Operational Pilot of EWDs, the outcomes of which demonstrated that EWDs are technically and operationally feasible.
  - The Pilot also demonstrated the valuable safety benefits that could be derived from the implementation of EWDs, with the potential to save lives and reduce road trauma where fatigue and/or speed is involved.
  - TCA prepared a final report on the outcomes of the Pilot, for presentation to the Transport and Infrastructure Senior Officials Committee (TISOC).

- **Operational Pilot of the IAP in Sweden**
  - TCA is working in partnership with the ‘High Capacity Transports’ project team in Sweden, to deploy an operational pilot of the IAP in Sweden from the end of 2013.
  - To facilitate a strategic exchange of knowledge, skills and capabilities, TCA entered into a formal Memorandum of Understanding (MoU) with Trafikverket (Swedish Transport Administration), which is responsible for managing and planning Sweden’s transport system for road, rail, maritime and air traffic.
  - TCA also entered into a Cooperation Agreement with Lund University in Sweden, to enable the commencement of the operational pilot of the IAP in Sweden.
KEY ACHIEVEMENTS
2012-2013

STRATEGIC OBJECTIVES

4. Enhance TCA’s value to Members, and other stakeholders, growing its business appropriately and efficiently (i.e. Develop future opportunities for TCA)

ORGANISATIONAL OBJECTIVES

4.1 Enhance the awareness of TCA capabilities and benefits amongst Members and decision makers with the purpose of providing trusted advice and services.

OUTCOMES

TCA actively promoted the availability of Advice, Accreditation and Administration services across multiple transport and government portfolios.

TCA continues to lead the development of ISO 15638 “Framework for Collaborative Telematics Applications for Regulated Freight Vehicles.” This ISO Standard – which leverages core elements of the TCA National Telematics Framework – consists of 19 discrete elements designed to support a breadth of ITS and Co-operative ITS (C-ITS) applications now and into the future.

TCA engaged NATA and passed a rigorous testing regime that resulted in the development of a new expertise subclass – Calibration of GPS Based In-Vehicle Units (IVU) for Speed. Accuracy.

TCA is the first Australian organisation to receive accreditation in this specific area of expertise.

TCA is NATA accredited to test GPS based systems for speed accuracy between 40km/h to 150 km/h.

Once a device has been tested it may then be used with confidence to perform tasks such as testing speed measurement systems.

- TCA published a suite of corporate publications targeted to external stakeholders, including:
  - Statement of Corporate Intent 2011-12
  - Annual Report 2011-12

- TCA undertook a comprehensive stakeholder survey as part of an ongoing performance evaluation process. Learnings from the stakeholder survey have helped identify new opportunities for TCA to assist government and industry through the use of telematics and other intelligent technologies.

- TCA supported the Australian Research Council (ARC) funded project ‘Safety Management System for Heavy Vehicles’ in conjunction with the University of NSW. TCA will continue to support these works which will continue into the 2013-14 year.

- TCA prepared a submission to the 2012 SCOTI Review of the NTC and Other Relevant Transport Bodies, highlighting how TCA’s capabilities can be leveraged to achieve consistent, national technology-based outcomes across traditional government and policy verticals, and to support each of the new National Regulators.

Actively positioning, promoting and raising awareness of TCA’s skills and capabilities, and the availability of CTS, into five key industry verticals:

- Mining
- Construction
- Waste management
- Fleet management and insurance
- Occupational Health and Safety (OHS).

Actively promote TCA and its services internationally, including engagements with:

- Sweden
- South Africa
- European Commission
- Brazil

4.2 Promote and position TCA to move into the broader accreditation, certification, licensing and auditing areas to enable the introduction of emerging international developments with respect to cooperative ITS and other intelligent transport systems.

- TCA made its testing facilities and capabilities – which have been established to support the TCA National Telematics Framework – to its Members for all ITS and C-ITS applications.

- TCA continued to be an active participant in the Co-operative ITS (C-ITS) space working with Members and other stakeholders to advance this strategic area of importance. TCA continues to advocate with Members the value of establishing C-ITS.

- ITS demonstration pilots to highlight tangible benefits that will emerge and become available through C-ITS.
### KEY ACHIEVEMENTS 2012-2013

#### STRATEGIC OBJECTIVES

4. Enhance TCA’s value to Members, and other stakeholders, growing its business appropriately and efficiently (i.e. Develop future opportunities for TCA)

#### ORGANISATIONAL OBJECTIVES

4.3 See diversified revenue streams for TCA to supplement Member IAP funding sources, subject to TCA policies

#### OUTCOMES

- TCA actively pursued business opportunities by promoting its ability to provide Advice, Accreditation and Administration services.
- TCA advanced the availability of a Certified Telematics Service (CTS), which allows other government agencies and industry sectors to access and leverage the value of TCA certification for non-regulatory purposes.
- TCA has promoted the use of the Certified Telematics Service (CTS) by developing proposals with IAP Service Providers.
### KEY ACHIEVEMENTS 2012-2013

#### STRATEGIC OBJECTIVES

5. Maintain a positive work environment and align investment and human capital to the vision (i.e. Maintain sound organisational culture)

#### ORGANISATIONAL OBJECTIVES

5.1 Attract, develop and retain capable people, passionate about their work

5.2 Continually enhance our strategic, annual and project planning, quality and delivery systems to empower our people

5.3 Implement systems and processes to create an inclusive work environment

#### OUTCOMES

<table>
<thead>
<tr>
<th>TCA provided:</th>
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<tbody>
<tr>
<td>• Internal and external training opportunities to support professional development of staff.</td>
</tr>
<tr>
<td>• Privacy training and Competition and Consumer Law training for TCA staff.</td>
</tr>
<tr>
<td>• Competition and Consumer Law training plus Corporate Governance training for TCA Board.</td>
</tr>
<tr>
<td>• Team building events to improve corporate culture and encourage open communication between employees.</td>
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</tbody>
</table>

| Continuing to maintain and enhance its Occupational Health and Safety management system. This included training for TCA’s First Aid Representatives in the use of a newly acquired Defibrillation machine, to ensure the most up-to-date assistance is available in patient management for First Aiders. |
| Retained ISO 9001 certification for its Business Management System. |
| Maintained corporate support and services required to allow TCA and its employees to efficiently and effectively deliver against the 2010-11 Business Plan. |
| Published a Stakeholder Engagement Charter to outline TCA’s commitment to maintain quality engagement and interaction with all stakeholders. |
| Met the highest available benchmarks for governance by presenting regular reports to the Board and involving them in key decisions. |
| Internal audit programs were conducted to assess performance and identify opportunities for further enhancements. |
| Continued the engagement of Astra Solutions to assist in ICT requirements. |
| Completed a program to update ICT infrastructure was undertaken to further enhance efficiency and performance allowing TCA to better service its members. |
| Strengthened TCA’s ICT infrastructure and processes with the view of attaining ISO 27001 certification. This enhancement will provide additional third party assurance that TCA continues to uphold a high standard for its information security management systems. |
| Provided timely, competent and practical legal support for divisional operations. |
| Engaged external accountants to audit TCA’s accounts to ensure a high level of integrity that addresses all regulatory requirements. |
| Continued to deliver thorough, accurate and detailed monthly reports to measure and evaluate organisational performance against the TCA business and strategic plans. |
| Reviewed the 2012-13 Business Plan and Budget, following discussions with all key stakeholders to ensure requirements are met. |
| Reviewed TCA’s Human Resources Manual and employment contracts to ensure they continue to align with the Fair Work and other relevant Acts. |

| Held regular staff surveys on employee satisfaction confirmed that TCA continues to provide a positive and fulfilling work environment. |
| Facilitated weekly meetings to update all TCA staff on current events and support a collaborative environment. |
| Promoted and provided health and wellbeing information sessions to all staff through the provision of various initiatives. |
| Provided innovative and customised training solutions based around activities to ensure inclusiveness for all staff. |
| Published a monthly newsletter from CEO distributed to TCA staff. |
KEY ACHIEVEMENTS 2012-2013

AWARDS
TCA proudly won three major industry awards during 2012-13, which highlight the productivity and safety gains being realised through TCA’s programs (listed in chronological order):

Leadership in Logistics Operations Environment Award (LAA) – September 2012
TCA and Scott Corporation Limited were jointly awarded the Leadership in Logistics Operations Environment Award from the Logistics Association Australia (LAA). This award recognises innovation, continuous improvement and participation in the logistics and supply chain operations environment, encompassing sustainability.

Transport and Logistics Excellence Award in the Environment (CILTA) – October 2012
TCA and the Queensland Department of Transport and Main Roads (TMR) were jointly awarded the Transport and Logistics Excellence Award in Environment by the Chartered Institute of Logistics and Transport Australia (CILTA). This award recognises organisations that have demonstrated a practical and exceptional commitment to excellence in environmental management in Australian transport and logistics that has delivered outstanding results.

Environmental Excellence Award (ASCLA) – November 2012
TCA and the Queensland Department of Transport and Main Roads (TMR) were jointly awarded the Environmental Excellence Award by the Australian Supply Chain and Logistics Awards (ASCLA). This award recognises corporate leadership contributing to the solution of environmental sustainability within our industry through performance and action.

QUALITY SYSTEMS

Maintaining ISO 9001 Certification
TCA maintained ISO 9001 certification (Quality Management System) by implementing management systems that enable continuous improvement and a high level of compliance to company processes and policies.

ISO 27001 Certification
TCA has obtained ISO 27001 – Information Security Management Systems certification, further enhancing its information security and management systems.
TCA PRESENTATIONS AND EVENTS

THE 2012-13 PERIOD FEATURED PRESENTATIONS BY TCA’S CEO AND SENIOR PERSONNEL AT CONFERENCES AND EVENTS BOTH IN AUSTRALIA AND OVERSEAS.

These presentations successfully increased awareness of TCA’s activities:

- The Coal Seam Gas (CSG) industry and Transport for Main Roads
- Transport Certification Australia and Queensland Mining use of Telematics – Brisbane, Queensland
  Mr Chris Koniditsiotis
  Chief Executive Officer
  21 August 2012

12th International Symposium for Heavy Vehicle Transport Technology (HVTT12) – Stockholm, Sweden
High Capacity Transports (HCT) in Sweden and Australia – Experiences and Road Map to the Future
Mr Chris Koniditsiotis
Chief Executive Officer
19 September 2012

Australian Logistics Council (ALC) Forum 2013 – Melbourne, Victoria
A Smarter Supply Chain using Information and Communications Technology to Increase Productivity in the Australian Transport and Logistics Industry
Mr Chris Koniditsiotis
Chief Executive Officer
13 March 2013

Presentation to Delegation from the Cross Border Road Transport Agency (CBRTA) – Melbourne, Victoria
Welcome to Transport Certification Australia
Mr Chris Koniditsiotis and Mr Gavin Hill
Chief Executive Officer and General Manager, Strategic Development
21 March 2013

Supply Chain and Logistics Association of Australia (SCLAA) – Melbourne, Victoria
Intelligent Transport Systems Now and the Future
Mr Peter Grigs
General Manager, Operations
20 September 2012

19th ITS World Congress – Vienna, Austria
Weigh-In-Motion and ITS: Heavy Vehicle On-Board Weighing using Intelligent Access Program
Mr Steve Coleman
Senior Engineer
25 October 2012

Presentation to Swedish Delegation – Melbourne, Victoria
Welcome to Transport Certification Australia
Mr Gavin Hill
General Manager, Strategic Development
28-29 November 2012

Road Freight Industry Council (RFIC) – Sydney, New South Wales
IAP – responding to your concerns
Mr Gavin Hill
General Manager, Strategic Development
4 December 2012

Sandown Drive Days – Melbourne, Victoria
Introducing Transport Certification Australia (TCA) and the value of certified telematics
Mr Gavin Hill
General Manager, Strategic Development
7 and 8 March 2013

National Transport Commission (NTC) – Melbourne, Victoria
IAP and On-Board Mass Monitoring (IAPm) Overview for the NTC
Peter Grigs
General Manager, Operations
13 March 2013

NeTC Industry Forum – Brisbane, Queensland
The intersection of policy and technology – the implications for advancing Intelligent Transport Systems (ITS)
Mr Chris Koniditsiotis
Chief Executive Officer
23 May 2013

Brisbane Meeting with Austrade Brazil Trade Commissioner – Brisbane, Queensland
Brazilian Infrastructure Insights: Transport Project Opportunities in Brazil
Mr Chris Koniditsiotis
Chief Executive Officer
24 May 2013

VTA State Conference – Creswick, Victoria
Advancing the use of telematics
Mr Chris Koniditsiotis
Chief Executive Officer
27 May 2013

Australian Fleet Management Association (AFMA) – Victorian Fleet Forum: Chain of Responsibility (CoR) and Telematics Certification Breakfast
Introducing Transport Certification Australia (TCA) and the value of certified telematics
Mr Gavin Hill
General Manager, Strategic Development
28 May 2013

Roads Australia Summit 2013 – Sydney, New South Wales
Panel Session – Driverless Vehicles – An Avalanche of Change
Mr Chris Koniditsiotis
Chief Executive Officer
28 May 2013
TCA PRESENTATIONS AND EVENTS

TCA Managed Groups – Meetings Held During 2012-13
TCA presented briefings to industry and government to provide information about the administration and development of implementation TCA certified services, type-approved products and other initiatives listed in alphabetical order:

IAP Service Provider Strategic Liaison Group Meetings
TCA Office – Melbourne, Victoria
(August 2012, March 2013)

Jurisdiction Liaison Group (JLG) Meetings
TCA Office – Melbourne, Victoria
(September 2012, December 2012, April 2013, August 2013)

On-Board Mass (OBM) IAP Service Provider Meetings
TCA Office – Melbourne, Victoria
(February 2013, June 2013)

On-Board Mass (OBM) Industry Reference Group Meetings
TCA Office – Melbourne, Victoria
(February 2013, June 2013)

Operational Pilot of Electronic Work Diaries (EWDs) – Steering Committee Meetings
Sydney, New South Wales
(August 2012, December 2012, April 2013)

Operational Pilot of Electronic Work Diaries (EWDs) – Project Management Committee Meetings
Sydney, New South Wales
(June 2012, October 2012, November 2012, March 2013)

Operational Pilot of Electronic Work Diaries (EWDs) – Industry Reference Group Meetings
Sydney, New South Wales
(October 2012, November 2012, March 2013)

Operational Pilot of Electronic Work Diaries (EWDs) – Enforcement Consultation Workshops
Roads and Maritime Services (RMS) and New South Wales Police – Goulburn, New South Wales
Transport and Main Roads (TMR) and Queensland Police – Logan, Queensland
Department of Planning, Transport and Infrastructure (DPTI) and South Australia Police – Walkley Heights, South Australia
(VicRoads and Victoria Police – Melbourne, Victoria
(February 2012, December 2012)

Operational Pilot of Electronic Work Diaries (EWDs) – Enforcement Consultation Workshop and System Demonstration
Sydney, New South Wales
(November 2012)

Charter of TCA Managed Groups Certification and Audit Committee
The Certification and Audit Committee comprises the Company’s senior managers (excluding the CEO) and an independent probity advisor, Mr John Chisholm. The Committee reviews recommendations related to the certification of IAP Service Providers and provides advice to the CEO, who in turn makes recommendations to the Board of Directors.

IAP Service Provider Strategic Liaison Group
The IAP Service Provider Strategic Liaison Group provides a forum for IAP Service Providers to engage directly with TCA on the IAP, including provision of advice and input to the IAP and to advise TCA on emerging issues.

Jurisdiction Liaison Group (JLG)
The JLG comprises officers from TCA’s member agencies.

On-Board Mass (OBM) Policy Reference Group
The OBM Policy Reference Group was established to provide advice and expertise on OBM systems, drawing upon industry experience and capability with regard to functional, technical and contractual issues. The OBM Industry Reference Group consists of known Australian OBM suppliers, developers and resellers.

On-Board Mass (OBM) Industry Reference Group
The OBM Industry Reference Group was established to provide advice and expertise on OBM systems, drawing upon industry experience and capability with regard to functional, technical and contractual issues. The OBM Industry Reference Group consists of known Australian OBM suppliers, developers and resellers.

Operational Pilot of Electronic Work Diaries (EWDs) – National Steering Committee
The EWD Steering Committee was established as a senior body to advise and steer the development and implementation of the Operational Pilot of EWDs and Heavy Vehicle Speed Monitoring Systems. The Steering Committee consisted of senior representatives from road and transport agencies, police forces, the NTC and TCA.

Operational Pilot of Electronic Work Diaries (EWDs) – Project Management Committee
The EWD Project Management Committee was established to provide management oversight of the operational pilot of EWDs. The Committee ensured there was an appropriate coordination and integration between sub-projects. The project management committee provided communications between the Industry Reference Group and the National Steering Committee.

On-Board Mass (OBM) Policy Reference Group
The OBM Policy Reference Group was established to facilitate the exchange of information and contribute to the resolution of operational matters being considered as part of the OBM implementation project. The OBM Policy Reference Group consists of senior representatives from TCA’s Member agencies.

On-Board Mass (OBM) Industry Reference Group
The OBM Industry Reference Group was established to provide advice and expertise on OBM systems, drawing upon industry experience and capability with regard to functional, technical and contractual issues. The OBM Industry Reference Group consists of known Australian OBM suppliers, developers and resellers.

Operational Pilot of Electronic Work Diaries (EWDs) – Industry Reference Group
The EWD Industry Reference Group was established as a consultative forum that addressed issues that arose from the pilot concerning the policy and regulatory framework, performance based functional and technical platform(s), operating environment and the commercial setting from the perspective of industry.

Prosections Liaison Group (PLG)
The PLG comprises at least one representative from each Member agency to collaborate on the use of IAP information as evidence. TCA’s role is to act as secretarial and to provide technical and operational input to the Group.

TCA Representation on External Groups
TCA is a member of the following groups:
- Australian Logistics Council (ALC) ICT Working Group
- Austroads Co-operative ITS (C-ITS) Industry Reference Group
- International Standards Organisation (ISO) Technical Committee 204
- National Transport Commission (NTC) Telematics Working Group
- National Transport Commission (NTC) – IAP Model Legislation Maintenance Group
- Standards Australia IT-023 on Intelligent Transport Systems
- Assessor with the Australian Research Council (ARC)
- Reviewer of the 2012 Excellence in Research Australia (ERA) Initiative
- Australian Logistics Council (ALC) ICT Working Group
- Australian Logistics Council (ALC) ICT Working Group
- International Society for Weigh-In-Motion (ISWIM) – Director, Vice-President and Treasurer

TCA PRESENTATIONS AND EVENTS
GOVERNANCE

TCA was established by its members, the road and transport agencies of Commonwealth, State and Territory Governments, in recognition of the growing transport challenges facing Australia.

TCA has nine Members as at 30 June 2013

- Department of Infrastructure, Energy and Resources – Tasmania
- Department of Infrastructure and Regional Development (formally Department of Infrastructure and Transport prior to 18 September 2013) – Commonwealth
- Department of Planning, Transport and Infrastructure – South Australia
- Department of Transport – Northern Territory
- Department of Transport and Main Roads (TMR) – Queensland
- Justice and Community Safety Directorate – Australian Capital Territory
- Main Roads Western Australia – Western Australia
- Roads and Maritime Services (RMS) – New South Wales
- Roads Corporation (VicRoads) – Victoria

TCA operates as a company limited by guarantee established under the Corporations Act 2001 (Commonwealth).

TCA has a Board of Directors which is responsible for its overall governance. The Board comprises a Chairperson and up to nine other Directors. Each Member is entitled to nominate a Director (and an alternate).

The Directors appoint the Chairperson. The Board sets the strategic direction of TCA, with the support of the Chief Executive Officer, and oversees operational performance. The Chief Executive Officer is responsible for the day-to-day management of TCA.

The Board has a program of on-going evaluation and development. This includes matching Board needs to Directors’ expertise, aimed at delivering a well rounded membership.

TCA Board of Directors as at 30 June 2013

- Chairperson, Mr Stephen Golding, AM, RFD
  Independent TCA Director / Chairperson
- Director, Mr David Spence
  General Manager
  Infrastructure Strategy Division
  Department of Infrastructure, Energy and Resources (DIER) (Alternate – Mr Daniel Johnson)
- Director, Mr Michael Sutton
  General Manager
  Land Transport Reform
  Department of Infrastructure and Regional Development (Alternate – Mr Marcus James)
- Director, Mr Nicholas Papandonakis
  Executive Director
  Transport, Planning Policy and Reform
  Northern Territory Department of Transport (No Alternate)
- Director, Mr Salvatore Petroccitto
  General Manager
  Roads, Rail and Ports System Management
  Department of Transport and Main Roads (TMR) (Alternate – Mr Mark Mitchell)
- Director, Mr Brett Phillips
  Executive Director
  Office of Regulatory Services
  Justice and Community Safety Directorate (No Alternate)
- Director, Mr Des Snook
  Executive Director
  Road Network Services
  Main Roads Western Australia (No Alternate)
- Director, Mr George Mavroyeni
  Executive Director
  Metropolitan Operations
  Roads Corporation (VicRoads) (Alternate - Mr Dean Zabrieszach)
- Director, Mr Peter Wells
  Director,
  Safety and Compliance
  Roads and Maritime Services (RMS) (Alternate – Mr Tim Reardon)
- Company Secretary, Mr Oliver Carton
  Lennox Group Pty Ltd

Departed Directors/Alternate Directors during 2012-13

- Alternate Director, Mr Don Hogben – Roads Corporation (VicRoads)
  Resignation as Alternative Director on 23 November 2012
- Director, Mr Bruce Ollason – Department of Transport and Main Roads (TMR)
  Resignation as Director on 6 February 2013
- Director, Mr Peter Mitchem – Roads Corporation (VicRoads)
  Resignation as Director 28 August 2013

Newly Appointed Directors/Alternate Directors during 2012-13

- Mr Trent Rusby, Department of Planning, Transport and Infrastructure – South Australia
  Appointed as Director on 22 August 2012
- Mr David Rogers, Department of Planning, Transport and Infrastructure – South Australia
  Appointed as Alternate Director on 31 October 2012
- Mr Salvatore (Sal) Petroccitto, Department of Transport and Main Roads – Queensland
  Appointed as Director on 27 February 2013
- Mr Timothy Reardon, Transport for NSW
  Appointed as Alternate Director on 24 April 2013
GOVERNANCE, BOARD AND TCA PERSONNEL

Board Sub-Committees

Remuneration and Development Sub-Committee
The purpose of the Committee is to review and make recommendations to the Board on CEO and staff remuneration, and the Chairman’s stipend. The Committee is to consider and review the Company’s employment and remuneration policies including formal performance review processes.

As at 30 June 2013 the members of the Remuneration and Development Sub-Committee were Peter Mitchen (Chair), Stephen Golding and David Spence.

Pricing, Audit and Risk Sub-Committee
The purpose of the Committee is to assist the Board in the effective discharge of its responsibilities in relation to the pricing of TCA’s products and services, external and internal audit functions, accounting policies, financial reporting, funding, financial risk management, operational and reputational risk management and certain compliance matters.

As at 30 June 2012 the members of the Pricing, Audit and Risk Sub-Committee were Des Snook (Chair), Stephen Golding and Sal Petracco (departed member Bruce Ottason).

TCA Committees

Certification and Audit Committee
The Certification and Audit Committee comprises the Company’s senior managers (excluding the CEO) and an independent probity advisor, Mr. John Chisholm. The Committee reviews recommendations related to the certification of IAP Service Providers and provides advice to the CEO, who in turn makes recommendations to the Board of Directors.

Jurisdiction Liaison Group
The Jurisdiction Liaison Group (JLG) comprises officers from TCA’s Members and provides a forum for collaborative exchange on day-to-day operational issues affecting the IAP, and for developing and reviewing future enhancements to the program.

Prosecutions Liaison Group
The Prosecutions Liaison Group (PLG) comprises at least one representative from each Member agency to collaborate on the use of IAP information as evidence. TCA’s role is to act as secretariat and to provide technical and operational input to the Group.

Intelligent Access Program Service Provider Liaison Group/Strategy
The IAP Service Provider Liaison Group provides a forum for IAP Service Providers to engage directly with TCA on the IAP, including provision of advice and input to the IAP and to advise TCA on emerging issues.

The IAP-PLUG is chaired by the Chief Executive Officer of TCA. From time to time, TCA may invite other external representatives (such as Members or others).

External Committees/Groups with TCA representation

National Transport Commission (NTC) – IAP Model Legislation Maintenance Group
The NTC – IAP Model Legislation Maintenance Group was formed by the NTC to consider a number of amendments to the IAP Model Legislation proposed by TCA. The Group consists of representatives from TCA’s Members, TCA and the NTC.

Operational Pilot of Electronic Work Diaries (EWDs) – National Steering Committee
The EWD Steering Committee was established as a senior body to guide and steer the development and implementation of the Operational Pilot of EWDs and Heavy Vehicle Speed Monitoring Systems. The Steering Committee comprises senior representatives of road authority/transport agencies, police forces and representation from the NTC and TCA. TCA is represented by its CEO.

Operational Pilot of Electronic Work Diaries (EWDs) – Project Management Committee
The EWD Project Management Committee provides management oversight of the operational pilot of EWDs. The Committee ensures there is appropriate coordination and integration between sub-projects that milestones are met, and risk mitigation strategies are developed and approved. The project management committee provides communications between the Industry Reference Group and the National Steering Committee.

External Committees

TCA is a member of the following groups:
• Member of the Austroads Co-operative ITS (C-ITS) Industry Reference Group
• Member of the Standards Australia IT-025 on Intelligent Transport Systems

Consultants
During 2012-13 TCA used expert external consultants and contractors to provide professional services to supplement TCA’s core capabilities and expertise.

Alan Kohn
Allens Linklaters
Angek Design
ARRIB Group
ASTA Solutions
Codarra Advanced Systems
Commotion Creative
CSI (UK) Ltd
Economic Associates Pty Ltd
Economic Outcomes
Editorial and Publishing Consultants
Funky People
Geomatic Technologies
GPSat Systems Australia
Herbert Geer
Hugh McMaster Consulting
iComply Pty Ltd
John Gordon
Judy Oxman Consulting
KPMG
Lennox Group Pty Ltd
Mercer (Australia) Pty Ltd
Moore Stephens
National Association of Testing Authorities
Paramount Consulting
Phillips Ormond Fitzpatrick
SAI Global Limited
Secu Tech
Sinclair Knight Merz
Skyzer Technologies
Trinias
Wills Australia Ltd

ANNUAL REPORT 2012-2013
GOVERNANCE, BOARD AND TCA PERSONNEL

OUR PEOPLE

TCA’S ACHIEVEMENTS DURING 2012-13 COULD NOT HAVE BEEN POSSIBLE WITHOUT THE DEDICATION AND EXPERTISE OF OUR STAFF.

Organisational Structure
The 2012-2013 organisational structure comprised five divisions. These divisions are outlined in detail as at 30 June 2013.

Chief Executive Office
Mr Chris Koniditsiotis
Chief Executive Officer
Ms Rose Slupek
Executive Assistant

Technical Services
Mr Peter Girgis
General Manager, Operations
Ms Janelle Shotton
Operations Manager, IAP
Mr Kon Angelopoulos
IT Manager, IAP
Mr Howard Cameron
Audit Program Manager
Mr Steve Coleman
Senior Engineer
Mr Andriy Dyukov
Hardware Manager – Telematics
Mr Shaun Talko
Senior Engineer
Ms Karen Barker
Personal Assistant
Mr Paul Beynon
Senior Operations Officer
Mr Jose Dang
Engineer
Mr Ivan Enierga
Engineer
Mr Thanh Hong
Engineer
Ms Fei Li
Engineer
Mr David Rowe
Engineer
Ms Elise Thompson
Re-Certification Officer
Mr Victor Thomson
Senior Technical Officer

Legal Services
Ms Marie Cocherril
General Counsel
Mr Michael Anthonisz
Senior Lawyer
Ms Brooke Phillips
Personal Assistant

Strategic Development
Mr Gavin Hill
General Manager
Strategic Development
Mr Glynn Atkinson
Business Services Manager
Ms Kate West
Communications Officer
Ms Bronwyn Brown
Divisional Coordinator

Corporate Services
Mr Tony Wells
Corporate and Human Resources Manager
Mr Mark Atiken
Finance Manager
Ms Anna Bezhenar
Business Systems Manager
Ms Kathy Summers
Office Manager

Departing staff during 2012-13
James Millner
May 2013
David Cai
March 2013
Daron Ng
October 2012
John Baring
December 2012
Alysha McKenzie
November 2012
Matthew Koce
July 2012
Charles Karl
July 2012
Christina Ma
July 2012

Transport Certification Australia Limited
Organisational Structure, as at 30 June 2013.
Quality Management

TCA remains committed to consistently meeting or exceeding the needs and expectations of our stakeholders by continuously improving the quality of its business operations and the services by:

- Identifying the changing needs and expectations of our stakeholders, and maintaining processes and procedures which ensure that these changes are accommodated
- Setting measurable objectives that are regularly reviewed and monitored for progress and suitability
- Engaging directly with our stakeholders to ascertain satisfaction levels and areas for improvement
- Providing an employment environment where continuous improvement is encouraged
- Training all staff and contractors to act in accordance with the requirements of this policy and implemented management system
- Regularly reviewing its systems through a process that involves all employees, so that it improves over time and continues to meet the evolving needs of stakeholder...
DIRECTORS’ REPORT

Directors’ report

The directors of Transport Certification Australia Limited (the company) submit herewith the annual financial report of the company for the financial year ended 30 June 2013.

The names of the directors and alternate directors of the company during or since the end of the financial year are:

- Stephen Golding (Chairperson)
- George Mavroyeni (Appointed 28 August 2013)
- Peter Mitchem (Resigned 28 August 2013)
- Peter Wells
- Michael Sutton
- Bruce Ollason (Resigned 27 February 2013)
- Nicholas Papandonakis
- Salvatore Petroccitto (Appointed 27 February 2013)
- Brett Phillips
- Trent Rusby
- Des Snook
- John Roberts – Alternate Director for Peter Wells (Resigned 24 April 2013)
- Donald Hogben – Alternate Director for Peter Mitchem (Resigned 12 December 2012)
- Marcus James – Alternate Director for Michael Sutton (Appointed 28 August 2013)
- Mark Mitchell – Alternate Director for Salvatore Petroccitto
- Timothy Reardon – Alternate Director for Peter Wells (Appointed 24 April 2013)
- David Rogers – Alternate Director for Trent Rusby (Appointed 12 December 2012)
- Donna Wieland – Alternate Director for Michael Sutton (Resigned 28 August 2013)
- Dino (Dean) Zabrieszach – Alternate Director for George Mavroyeni (Appointed 28 August 2013)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

The number of directors meetings and number of meetings attended by each of the directors of the company during the period are:

<table>
<thead>
<tr>
<th>Directors</th>
<th>Directors’ Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No. of Meetings Attended</td>
</tr>
<tr>
<td>Stephen Golding</td>
<td>6</td>
</tr>
<tr>
<td>Peter Mitchem</td>
<td>5</td>
</tr>
<tr>
<td>Peter Wells</td>
<td>3</td>
</tr>
<tr>
<td>Nicholas Papandonakis</td>
<td>1</td>
</tr>
<tr>
<td>Salvatore Petroccitto</td>
<td>3</td>
</tr>
<tr>
<td>Brett Phillips</td>
<td>5</td>
</tr>
<tr>
<td>Trent Rusby</td>
<td>2</td>
</tr>
<tr>
<td>Des Snook</td>
<td>6</td>
</tr>
<tr>
<td>David Spence</td>
<td>6</td>
</tr>
<tr>
<td>Michael Sutton</td>
<td>5</td>
</tr>
<tr>
<td>Peter Wells</td>
<td>4</td>
</tr>
</tbody>
</table>

Alternate Directors

<table>
<thead>
<tr>
<th>Alternate Directors</th>
<th>No. of Meetings Attended</th>
<th>No. of Meetings Eligible to Attend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patricia Grunert</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Donald Hogben</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Daniel Johnson</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Mark Mitchell</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Timothy Reardon</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>David Rogers</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Donna Wieland</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Information on Directors

<table>
<thead>
<tr>
<th>Director</th>
<th>Qualifications</th>
<th>Experience</th>
<th>Special Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephen Golding</td>
<td>Bachelor of Engineering Master of Engineering Science Bachelor of Economics Honorary Fellow of the Institution of Engineers Fellow of the Chartered Institute of Logistics and Transport Fellow of the Australian Institute of Management Fellow of the Institute of Transportation Engineers Fellow of the Australian Institute of Company Directors Chartered Professional Engineer Registered Professional Engineer Queensland</td>
<td>Current: Chair TCA Ltd since December 2005. Director, North Queensland Bulk Ports Corporation. Board Member, Queensland Reconstruction Authority and Transmax Pty Ltd. Chair, Diocesan Services Commission, Brisbane Anglican Diocese. Past: 38 years in Queensland Department of Main Roads, including appointment as Director General from 2000-2005. Board Member, Bundaberg Port Authority, 1991-1993 Director, Mackay Ports Limited, 2005-2009 Chair, Sure Smart Water 2007-2008 Member, Advisory Board of Governance, Qld Department of Primary Industries, 2006-2008 34 years in Active Army Reserve concluding as a Major General, 1994-2004 Member, Chief of Army’s Senior Advisory Committee, 1994-1997</td>
<td>Member of Pricing, Audit and Risk Committee; Member of Remuneration and Development Committee</td>
</tr>
<tr>
<td>George Mavroyeni</td>
<td>Bachelor of Engineering (Civil) Fellow member of the Institution of Engineers Australia Graduate Diploma in Management Graduate of the Australian Institute of Company Directors. 30 years with VicRoads. Current: Executive Director – Metropolitan Operations, which includes road operations. Held senior roles responsible for major projects, road safety and network access, regional services and corporate management roles. Former Director of Driver Education Centre of Australia and the Australian New Car Assessment Program. Member of TCA Board since August 2013.</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
Directors’ Report (continued)

<table>
<thead>
<tr>
<th>Director</th>
<th>Qualifications</th>
<th>Experience</th>
<th>Special Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nicholas Papandonakis</td>
<td>Bachelor of Business, Bachelor of Laws</td>
<td>25 years experience in the NT Public Service including Department of Lands and Planning NT – Executive Director</td>
<td>Transport Planning, Policy and Reform (current); Director Transport Services; Director Road Transport; Director Transport Safety; Manager Legal Services; Legal Officer of the Department of Justice NT. Member of TCA Board since May 2008.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salvatore Petroccitto</td>
<td>Bachelor of Applied Science (Built Environment); Graduate Diploma in Urban &amp; Regional Planning (Distinction); Member of Chartered Institute Logistics Transport Association; Member of Australian Institute of Company Directors.</td>
<td>Current: General Manager (Roads; Rail and Ports), Department of Transport and Main Roads. Past: Over 20 years experience in the public sector in transport planning management, corridor studies, land use planning, urban management, strategic planning and organisational improvement. 3 years experience in the private sector in client service management, customer relationship management and products/system development. Member of TCA Board since February 2013.</td>
<td>Member of Pricing, Audit and Risk Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brett Phillips</td>
<td>Bachelor of Laws Diploma in Natural Resource Management</td>
<td>13 years experience in the public sector in justice and community service portfolios. Executive Director, ACT Office of Regulatory Services (includes positions as Commissioner for Fair Trading and Registrar General) since 2007. 15 years private legal practice. Member of TCA Board since June 2012.</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trent Rusty</td>
<td>Tertiary qualifications in Public Administration and Regulation, Environmental Law and Natural Resource Management</td>
<td>Director Transport Safety Regulation SA; 27 years within State Government Regulation. Member TCA Board since inception (2005).</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Des Snook</td>
<td>Bachelor of Engineering, Member of Engineers Australia, Member of Australian Institute of Company Directors.</td>
<td>34 years with Main Roads Western Australia. 14 years as Executive Director at Main Roads. 12 years as Member on WA Road Safety Council. Member TCA Board since inception (2005).</td>
<td>Chair of Pricing, Audit and Risk Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Spence</td>
<td>Bachelor of Economics (Hons), Diploma of Education</td>
<td>Extensive experience in public sector in transport and other key policy areas. Management in major public sector organisations. Member of TCA Board since inception (2005).</td>
<td>Member of Remuneration and Development Committee</td>
</tr>
</tbody>
</table>

Information on Directors (continued)

<table>
<thead>
<tr>
<th>Director</th>
<th>Qualifications</th>
<th>Experience</th>
<th>Special Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Sutton</td>
<td>Bachelor of Economics (Honours)</td>
<td>General Manager, Land Transport Productivity, Department of Infrastructure and Transport. Over 30 years experience in the Australian Public Service. Member of TCA Board since April 2012.</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peter Wells</td>
<td>Bachelor of Science Master of Science (Medicine)</td>
<td>Director, Customer and Compliance, Roads and Maritime Services, NSW. Over 18 years experience in customer facing and regulatory areas including program management, reform implementation, licensing functions, environment protection, financial fraud investigation, motor vehicle emissions. Auditing and community education/engagement. Member TCA Board since March 2012.</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alternate Directors</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daniel Johnson</td>
<td></td>
<td>Manager Vehicle Operations Branch, Land Transport Safety Division in the Department of Infrastructure, Energy and Resources. Alternate Director of TCA since June 2012.</td>
<td>Alternate Director for David Spence</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marcus James</td>
<td>Bachelor of Arts (Hons) (ANU) Master of Arts (ANU)</td>
<td>General Manager, Road Safety and Transport Diploma of Australian Institute of Company Directors. 25 years experience with the Australian Public Service in a range of agencies and two years with the New Zealand public sector. Senior Executive roles since 1989. Alternate Director of TCA since August 2013.</td>
<td>Alternate Director for Michael Sutton</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mark Mitchell</td>
<td>Bachelor of Business (USQ) Bachelor of Arts (UNSW)</td>
<td>Director (Vehicle Operations Management) since August 2007, with Department of Transport and Main Roads in Queensland. Past: Management and policy development roles in TMR since late 1995. Served in regular Army from 1981 to 1985, retiring at rank of Major. Alternate Director of TCA since December 2010</td>
<td>Alternate Director for Salvatore Petroccitto</td>
</tr>
<tr>
<td></td>
<td>Member of Chartered Institute of Logistics and Transport Australia</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Timothy Reardon</td>
<td>Bachelor of Technology (Engineering &amp; Management); Graduate Certificate in Natural Resources; Diploma of Engineering (Civil); Business Management Certificate, AIM; Company Directors Diploma, AICD</td>
<td>Deputy Director General, Policy &amp; Regulation, Transport for NSW. 23 Years experience across the transport industry in both the Government and Private sectors. Alternate Director of TCA since April 2013</td>
<td>Alternate Director for Peter Wells</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Information on Directors (continued)

<table>
<thead>
<tr>
<th>Director</th>
<th>Qualifications</th>
<th>Experience</th>
<th>Special Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Rogers</td>
<td>Bachelor of Social Science, Graduate Certificate Certificate in Management</td>
<td>Manager Compliance Support, Transport Safety Regulation Division in the Department of Planning, Transport and Infrastructure. Alternate Director of TCA since December 2012.</td>
<td>Alternate Director for Trent Rusby</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dino (Dean) Zabrieszach</td>
<td>Bachelor of Civil Engineering</td>
<td>Director Road Operations with VicRoads. 29 years experience at VicRoads in a number of senior positions including Manager Program Development, Manager Maintenance Program, Manager Intelligent Transport Systems, Director Road User Services and most recently, Director Road Operations.</td>
<td>Alternate Director for George Mavroyeni</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Principal Activities (continued)

To ensure the company achieves its long term objectives and its vision realised, the company has the following short term objectives (Key Result Areas – KRA) and associated strategies to achieve those objectives:

**KRA 1:** Provide stakeholders value with a fit-for-purpose IAP (i.e. Product that works today and tomorrow)
- continued certification of applicants wishing to become IAP Service Providers.
- continued delivery of the operational environment, re-certification and audit program for IAP Service Providers to ensure operational efficiency of the IAP.
- maintain the IAP with advancements in capability, technology and service consistent with the broad-based collaborative efforts between the private and public sectors.
- liaise with the National Transport Commission, National Heavy Vehicle Regulator Project Office and Jurisdictions directly on matters related to the maintenance and revision of the Model and Local IAP legislation.
- effective management of the commercial aspects of all agreements.

**KRA 2:** Meet stakeholder needs and expectations in the operation of the IAP (i.e. Effective stakeholder relationships)
- provide technical and business leadership and training to overcome the challenges to IAP understanding, deployment and use by Jurisdictions and making it address the needs of the National Heavy Vehicle Regulator (as necessary) – to ensure an operationally and legally sound IAP.
- provide leadership and communication to overcome the challenges to IAP understanding by non-Member stakeholders.
- provide leadership and communication in support of IAP Service Providers.

**KRA 3:** Influence and encourage cultural and behavioural change in the adoption of vehicle telematics (i.e. Achieve business success)
- increase awareness of and promote a vision on how vehicle telematics can contribute to meeting current and emerging challenges on the Australian road transport system.
- support Jurisdictions to adopt the IAP for heavy vehicle access assurance purposes.
- take a pro-active approach to supporting the development of vehicle telematic initiatives.
- continue to participate in running pilots and trials.

**KRA 4:** Enhance TCA’s value to Members, and other stakeholders, growing its business appropriately and efficiently (i.e. Develop future opportunities for TCA)
- enhance the awareness of TCA capabilities and benefits amongst Members and decision makers with the purpose of providing trusted advice and services.
- promote and position TCA to move into the broader accreditation, certification, licensing and auditing areas to enable the introduction of emerging domestic and international developments with respect to ITS and other intelligent transport systems.
- seek diversified revenue streams for TCA to supplement Member funding subject to TCA policies.

**KRA 5:** Maintain a positive work environment and align investment and human capital to the vision (i.e. Maintain sound organisational culture)
- attract, develop and retain capable people, passionate about their work.
- continually enhance our strategic, annual and project planning, quality and delivery systems to empower our people.
- implement systems and processes to create an inclusive work environment.

The above KRA’s and strategies are measured on an annual basis against pre determined Key Result Indicators and deliverables assigned to projects within the annual work program. Through the Board Chairperson and the Remuneration and Development Committee Chairperson, the Board conduct an annual review and assessment meeting of the annual KRA’s and strategies.

**Review of operations**

The expenditure program of the company does not align with its revenue cycle and requires the utilisation of cash reserves in years where a shortfall in revenue exists. The loss of the company for the financial year after providing for income tax amounted to $627,881. This result was favourable when compared to the budgeted loss for the year of $1,563,226 due to prudent management of costs to preserve cash for future operations and the sourcing of new revenues during the year. The loss for the year was funded by carry forward cash reserves. As at 30 June 2013, the company has net assets of $2,464,555 (2012: $3,092,436) including cash reserves of $2,204,607 (2012: $2,540,372).

**Members Guarantee**

The company is incorporated under the Corporations Act 2001 and is a company limited by guarantee. If the company is wound up, the Constitution states that each Member is required to contribute a maximum of $50 each towards meeting any outstanding liabilities of the company. At 30 June 2013 the number of Members was 9 (2012: 9 members).
AUDITOR’S INDEPENDENCE AND DIRECTORS’ DECLARATIONS

Auditor’s independence declaration
The auditor’s independence declaration is included on page 10 of the annual report.
Signed in accordance with a resolution of directors made pursuant to s.298 (2) of the Corporations Act 2001.

On behalf of the Directors

[Signature]

Stephen Golding
Director
Melbourne, 30th October 2013

Directors’ declaration
The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 3 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes as set out on pages 12 to 25, are prepared in accordance with the Corporations Act 2001 and:
   a. comply with Accounting Standards as described in Note 3 to the financial statements and the Corporations Regulations 2001; and
   b. give a true and fair view of the company’s financial position as at 30 June 2013 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 3 to the financial statements.

2. In the directors’ opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

Signed in accordance with a resolution of the directors made pursuant to s.295 (5) of the Corporations Act 2001.

On behalf of the Directors

[Signature]

Stephen Golding
Director
Melbourne, 30th October 2013

AUDITORS INDEPENDENCE DECLARATION
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001
TO THE DIRECTORS OF TRANSPORT CERTIFICATION AUSTRALIA LIMITED

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2013 there have been:

(i) No contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit, and

(ii) No contraventions of any applicable code of professional conduct in relation to the audit.

[Signature]

MOORE STEPHENS
Chartered Accountants

[Signature]

Scott Phillips
Partner

Melbourne, 30 October 2013
### STATEMENT OF COMPREHENSIVE INCOME

#### Statement of comprehensive income for the year ended 30 June 2013

<table>
<thead>
<tr>
<th>Note</th>
<th>2013 $</th>
<th>2012 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>4</td>
<td>5,824,037</td>
</tr>
<tr>
<td>Advertising and promotional expenses</td>
<td></td>
<td>(91,846)</td>
</tr>
<tr>
<td>Employee benefits expenses</td>
<td>4</td>
<td>(3,518,091)</td>
</tr>
<tr>
<td>Depreciation</td>
<td>4</td>
<td>(159,335)</td>
</tr>
<tr>
<td>Meeting expenses</td>
<td></td>
<td>(39,708)</td>
</tr>
<tr>
<td>Travel and accommodation expenses</td>
<td></td>
<td>(291,369)</td>
</tr>
<tr>
<td>Dues and subscriptions expenses</td>
<td></td>
<td>(194,896)</td>
</tr>
<tr>
<td>Consulting expenses</td>
<td></td>
<td>(1,313,771)</td>
</tr>
<tr>
<td>Office expenses</td>
<td></td>
<td>(547,115)</td>
</tr>
<tr>
<td>Other expenses</td>
<td></td>
<td>(295,787)</td>
</tr>
</tbody>
</table>

#### Loss before income tax
| 20 | (627,881) | (810,271) |

#### Income tax expense
| 5 | - | - |

#### Loss for the year after tax attributable to members of the entity
| 20 | (627,881) | (810,271) |

#### Other comprehensive income
| - | - | - |

#### Total comprehensive loss for the year
| (627,881) | (810,271) |

### STATEMENT OF FINANCIAL POSITION

#### Statement of financial position as at 30 June 2013

<table>
<thead>
<tr>
<th>Note</th>
<th>2013 $</th>
<th>2012 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>15(a)</td>
<td>2,264,667</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>7</td>
<td>209,583</td>
</tr>
<tr>
<td>Other current assets</td>
<td>8</td>
<td>285,609</td>
</tr>
<tr>
<td>Total current assets</td>
<td></td>
<td>2,699,799</td>
</tr>
<tr>
<td>Non-current assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>9</td>
<td>548,528</td>
</tr>
<tr>
<td>Total non-current assets</td>
<td></td>
<td>548,528</td>
</tr>
<tr>
<td>Total assets</td>
<td></td>
<td>3,248,327</td>
</tr>
</tbody>
</table>

| LIABILITIES | | | |
| Current liabilities | | | |
| Trade and other payables | 10 | 286,246 | 309,961 |
| Other current liabilities | 12 | 337,416 | 455,484 |
| Total current liabilities | | 623,662 | 765,445 |
| Non-current liabilities | | | |
| Provisions | 11 | 160,110 | 80,806 |
| Total non-current liabilities | | 160,110 | 80,806 |
| Total liabilities | | 783,772 | 846,251 |

| Net assets | | 2,464,555 | 3,092,436 |

#### EQUITY

| Retained earnings (Members' funds) | | 2,464,555 | 3,092,436 |

| Total equity | | 2,464,555 | 3,092,436 |
### STATEMENT OF CHANGES IN EQUITY

**Statement of changes in equity for the year ended 30 June 2013**

<table>
<thead>
<tr>
<th></th>
<th>Retained earnings</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance at 1 July 2011</strong></td>
<td>3,902,707</td>
<td>3,902,707</td>
</tr>
<tr>
<td>Loss for the year</td>
<td>(810,271)</td>
<td>(810,271)</td>
</tr>
<tr>
<td>Total comprehensive income for the year</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Balance at 30 June 2012</strong></td>
<td>3,092,436</td>
<td>3,092,436</td>
</tr>
<tr>
<td><strong>Balance at 1 July 2012</strong></td>
<td>3,092,436</td>
<td>3,092,436</td>
</tr>
<tr>
<td>Loss for the year</td>
<td>(628,201)</td>
<td>(628,201)</td>
</tr>
<tr>
<td>Total comprehensive income for the year</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Balance at 30 June 2013</strong></td>
<td>2,464,555</td>
<td>2,464,555</td>
</tr>
</tbody>
</table>

### STATEMENT OF CASH FLOWS

**Statement of cash flows for the year ended 30 June 2013**

<table>
<thead>
<tr>
<th>Note</th>
<th>2013 $</th>
<th>2012 $</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash flows from operating activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from members and applicants</td>
<td>6,578,131</td>
<td>6,783,491</td>
</tr>
<tr>
<td>Payments to suppliers and employees</td>
<td>(6,943,360)</td>
<td>(7,162,073)</td>
</tr>
<tr>
<td>Income tax refund</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest received</td>
<td>79,215</td>
<td>109,938</td>
</tr>
<tr>
<td>Net cash used in operating activities</td>
<td>(286,014)</td>
<td>(268,644)</td>
</tr>
<tr>
<td><strong>Cash flows from investing activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proceeds from sale of plant and equipment</td>
<td>31,516</td>
<td>28,182</td>
</tr>
<tr>
<td>Payments for plant and equipment</td>
<td>(81,267)</td>
<td>(87,872)</td>
</tr>
<tr>
<td>Net cash used in investing activities</td>
<td>(49,751)</td>
<td>(59,690)</td>
</tr>
<tr>
<td><strong>Net decrease in cash and cash equivalents</strong></td>
<td>(335,765)</td>
<td>(328,334)</td>
</tr>
<tr>
<td><strong>Cash and cash equivalents at the beginning of the financial year</strong></td>
<td>2,540,372</td>
<td>2,868,706</td>
</tr>
<tr>
<td><strong>Cash and cash equivalents at the end of the financial year</strong></td>
<td>2,204,607</td>
<td>2,540,372</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these financial statements.
NOTES TO THE FINANCIAL STATEMENTS

1. General information
Transport Certification Australia Limited (the company) is a company limited by guarantee, incorporated and domiciled in Australia.

The financial statements were authorised for issue on 30th October 2013 by the directors of the company.

Transport Certification Australia Limited’s registered office and its principal place of business are as follows:

Registered office Principal place of business
Level 12 Level 12
535 Bourke Street 535 Bourke Street
Melbourne VIC 3000 Melbourne VIC 3000

2. Adoption of new and revised Accounting Standards

- **AASB 9: Financial Instruments (December 2010)** and **AASB 2010–7: Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)** (applicable for annual reporting periods commencing on or after 1 January 2015). These Standards are applicable retrospectively and include revised requirements for the classification and measurement of financial instruments, as well as recognition and derecognition requirements for financial instruments. The key changes made to accounting requirements are:
  - simplifying the classifications of financial assets into those carried at amortised cost and those carried at fair value; and
  - allowing an irrevocable election on initial recognition to present gains and losses on investments in equity financial liability.
- **AASB 13: Fair Value Measurement and AASB 2011–8: Amendments to Australian Accounting Standards arising from AASB 13** (applicable for annual reporting periods commencing on or after 1 January 2013). AASB 13 defines fair value, sets out in a single Standard a framework for measuring fair value, and requires disclosures about fair value measurement.
- **AASB 119: Employee Benefits (September 2011)** and **AASB 2011–10: Amendments to Australian Accounting Standards arising from AASB 119** (September 2011) (applicable for annual reporting periods commencing on or after 1 January 2013). These Standards introduce a number of changes to accounting and presentation of defined benefit plans. The company does not have any defined benefit plans and so is not impacted by the amendment.

3. Summary of significant accounting policies

**Reporting basis**

The directors have prepared the financial statements on the basis that the company is a non-reporting entity because there are no users who are dependant on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the Corporations Act 2001. The company is a not-for-profit for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the Corporations Act 2001 and the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements except for the cash flow information have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes.

**Accounting policies**

The material accounting policies that have been adopted in the preparation of these statements are as follows:

(a) **Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.

(b) **Employee benefits**

Provision is made for the company’s liability for employee benefits arising from services rendered by employees to the end of the reporting date. Employee benefits expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits which are not expected to be settled within 12 months are measured as the present value of the estimated future cash outflows to be made for those benefits. These cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows. Long Service Leave becomes payable to employees on a pro rata basis after 7 years of continuous service. As at 30 June 2013 6 employees have been employed for 7 years of continuous service (2012: nil).

(c) **Financial Instruments**

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified “at fair value through profit or loss”, in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted. Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability.

Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of an income or expense item in profit or loss.

**Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.
3. Summary of significant accounting policies (continued)

(g) Plant and equipment

Plant and equipment are carried at cost, less, where applicable, any accumulated depreciation and impairment losses. All assets are depreciated over their useful lives to the company. The carrying amount of plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the highest of the following:

- the net cash flows that will be received from the asset's employment and subsequent disposal.
- The expected net cash flows have not been discounted to their present values in determining recoverable amounts.
- The depreciable amount of all fixed assets is depreciated on a straight line or diminishing value basis over the assets useful life to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The following useful lives are used in the calculation of depreciation:

- Furniture and fixtures: 6 - 20 years
- Plant equipment: 2.5 - 20 years
- Computers: 2.5 - 10 years
- Motor vehicles: 4 - 7 years

The assets’ residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset’s carrying amount is written down immediately to its recoverable amount if the asset’s carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the Statement of Comprehensive Income.

(h) Provisions

Provisions are recognised when the company has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(i) Revenue

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Revenue from Members is recognised upon the invoicing of fees and charges in accordance with the annual agreement of Members. Revenue received in advance for the subsequent funding year is reflected in the statement of financial position as Funding in Advance.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument.

Revenue in the form of application fees from applicants for certification as IAP Service Providers is recognised upon the invoicing of fees at the time of the application is made. Revenue in the form of operational fees from IAP Service Providers at the end of the reporting period. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

All revenue is stated net of the amount of goods and services tax (GST).

(j) Accounts Receivable and Other Debtors

Accounts receivable and other debtors will include any outstanding contributions from Members and outstanding operational fees from IAP Service Providers at the end of the reporting period. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.
NOTES TO THE FINANCIAL STATEMENTS

3. Summary of significant accounting policies (continued)

(k) Goods and services tax (GST)
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.
Cash flows are presented in the statement of cash flows on a gross basis, except for the GST components of investing and financing activities, which are disclosed as operating cash flows.

(l) Accounts Payable and Other Payables
Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amount being normally paid within 30 days of recognition of the liability.

(m) Critical accounting estimates and judgments
The directors evaluate estimates and judgements incorporated into financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company. During the year, there were no significant or material critical accounting estimates or judgements made by the directors.

(n) Comparative figures
Comparative figures have been adjusted to conform to changes in presentation for the current financial year where required by Accounting Standards or as a result of changes in accounting policy.

4. Profit for the year
Profit for the year has been arrived at after crediting/(charging) the following items of income and expense:

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue:</td>
<td></td>
</tr>
<tr>
<td>Contributions received from members</td>
<td>2,703,398</td>
</tr>
<tr>
<td>Application fees received from applicants</td>
<td></td>
</tr>
<tr>
<td>IAP Service Provider operational fees</td>
<td>840,706</td>
</tr>
<tr>
<td>Interest revenue</td>
<td>76,837</td>
</tr>
<tr>
<td>Major projects</td>
<td>2,191,827</td>
</tr>
<tr>
<td>Other revenue</td>
<td>11,269</td>
</tr>
<tr>
<td></td>
<td>5,824,037</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>159,335</td>
</tr>
<tr>
<td>5. Income tax</td>
<td></td>
</tr>
<tr>
<td>The prima facie tax payable on the operating profit before income tax is reconciled to the income tax expense as follows:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2013</td>
</tr>
<tr>
<td>Primary</td>
<td></td>
</tr>
<tr>
<td>Salary, fees, &amp; commissions</td>
<td>Superannuation contribution</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>2013</td>
<td>(188,364)</td>
</tr>
<tr>
<td>2012</td>
<td>188,364</td>
</tr>
<tr>
<td>(a) Directors and Alternate Directors</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
</tr>
<tr>
<td>Stephen Golding</td>
<td>Chairperson</td>
</tr>
<tr>
<td>George Mavrosyi</td>
<td>Director</td>
</tr>
<tr>
<td>Peter Mitchem</td>
<td>Director</td>
</tr>
<tr>
<td>Bruce Olsson</td>
<td>Director</td>
</tr>
<tr>
<td>Nicholas Papadonakis</td>
<td>Director</td>
</tr>
<tr>
<td>Salvatore Petroccitto</td>
<td>Director</td>
</tr>
<tr>
<td>Brett Phillips</td>
<td>Director</td>
</tr>
<tr>
<td>Trent Ruby</td>
<td>Director</td>
</tr>
<tr>
<td>Des Smook</td>
<td>Director</td>
</tr>
<tr>
<td>David Spence</td>
<td>Director</td>
</tr>
<tr>
<td>Michael Sutton</td>
<td>Director</td>
</tr>
<tr>
<td>Peter Wells</td>
<td>Director</td>
</tr>
<tr>
<td>Patricia Grunert</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Donald Hogben</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Daniel Johnson</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Marcus James</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Mark Mitchell</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Timothy Reardon</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>David Rogers</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Donna Wieland</td>
<td>Alternate Director</td>
</tr>
<tr>
<td>Dino (Dean) Zabrieszach</td>
<td>Alternate Director</td>
</tr>
</tbody>
</table>

All Directors and Alternate Directors have been in office since the beginning of the financial year unless otherwise stated.

(b) Key Management Personnel Remuneration
Key management personnel includes the 6 (2012:10) members of the Corporate Management Group and the independent Chairperson of the Board of Directors, of which 5 members of the Corporate Management Group were members for the full year, and 1 member for part year.

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary</td>
<td></td>
</tr>
<tr>
<td>Salary, fees, &amp; commissions</td>
<td>Superannuation contribution</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>2013</td>
<td>1,100,499</td>
</tr>
</tbody>
</table>
6. Remuneration and retirement benefits (continued)

(c) Remuneration Practices

Directors, with the exception of the Chairperson, are not entitled to any remuneration in their role as directors of Transport Certification Australia Limited.

7. Trade and other receivables

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Trade receivables</td>
<td>209,583</td>
<td>472,272</td>
</tr>
<tr>
<td>Prepayments</td>
<td>54,313</td>
<td>53,616</td>
</tr>
<tr>
<td>Goods and services tax receivable</td>
<td>9,804</td>
<td>4,936</td>
</tr>
<tr>
<td>Other</td>
<td>118,639</td>
<td>93,711</td>
</tr>
<tr>
<td>Total</td>
<td>285,609</td>
<td>233,141</td>
</tr>
</tbody>
</table>

8. Other current assets

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security deposits</td>
<td>105,673</td>
<td>80,878</td>
</tr>
<tr>
<td>Prepayments</td>
<td>54,313</td>
<td>53,616</td>
</tr>
<tr>
<td>Goods and services tax receivable</td>
<td>9,804</td>
<td>4,936</td>
</tr>
<tr>
<td>Other</td>
<td>118,639</td>
<td>93,711</td>
</tr>
<tr>
<td>Total</td>
<td>285,609</td>
<td>233,141</td>
</tr>
</tbody>
</table>

9. Plant and equipment

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Computers</td>
<td>621,071</td>
<td>314,604</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>351,769</td>
<td>650,759</td>
</tr>
<tr>
<td>Furniture and fixtures</td>
<td>1,758,203</td>
<td>1,758,203</td>
</tr>
<tr>
<td>Total</td>
<td>650,759</td>
<td>1,758,203</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>(434,838)</td>
<td>(78,734)</td>
</tr>
<tr>
<td>At cost</td>
<td>246,235</td>
<td>55,870</td>
</tr>
<tr>
<td>Carrying amount at the end of the year</td>
<td>234,620</td>
<td>71,805</td>
</tr>
<tr>
<td>Total</td>
<td>234,620</td>
<td>71,805</td>
</tr>
</tbody>
</table>

10. Trade and other payables

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Trade payables</td>
<td>226,891</td>
<td>223,770</td>
</tr>
<tr>
<td>Prepayments</td>
<td>59,355</td>
<td>86,191</td>
</tr>
<tr>
<td>Total</td>
<td>286,246</td>
<td>309,961</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>NON-CURRENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits</td>
<td>160,110</td>
<td>60,806</td>
</tr>
<tr>
<td>Total</td>
<td>160,110</td>
<td>60,806</td>
</tr>
</tbody>
</table>

12. Other current liabilities

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Accrued expenses</td>
<td>337,416</td>
<td>455,484</td>
</tr>
<tr>
<td>Total</td>
<td>337,416</td>
<td>455,484</td>
</tr>
</tbody>
</table>

13. Related party transactions

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

14. Lease commitments

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Non-cancellable operating lease commitments not capitalised in the financial statements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payable – minimum lease payments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- not later than one year</td>
<td>281,843</td>
<td>270,111</td>
</tr>
<tr>
<td>- later than one year but not later than five years</td>
<td>914,993</td>
<td>1,213,693</td>
</tr>
<tr>
<td>- later than five years</td>
<td>80,028</td>
<td>81,155</td>
</tr>
<tr>
<td>Total</td>
<td>1,276,864</td>
<td>1,564,959</td>
</tr>
</tbody>
</table>

The company’s operating lease relates to the rental of its office premises.

15. Notes to the statement of cash flows

(a) Reconciliation of cash and cash equivalents

For the purposes of the statement of cash flows, cash and cash equivalents includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts. Cash and cash equivalents at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Cash deposits with Bank</td>
<td>2,204,307</td>
<td>2,540,072</td>
</tr>
<tr>
<td>Petty cash</td>
<td>300</td>
<td>300</td>
</tr>
<tr>
<td>Total</td>
<td>2,204,607</td>
<td>2,540,372</td>
</tr>
</tbody>
</table>
15. Notes to the statement of cash flows (continued)

(b) Reconciliation of loss for the year to net cash flows from operating activities

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loss for the year</td>
<td>(627,881)</td>
<td>(810,271)</td>
</tr>
<tr>
<td>Non-Cash items:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation</td>
<td>159,335</td>
<td>158,591</td>
</tr>
<tr>
<td>Net loss on disposal of property and equipment</td>
<td>14,790</td>
<td>2,193</td>
</tr>
<tr>
<td>(Increase)/decrease in assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>262,689</td>
<td>1,083,877</td>
</tr>
<tr>
<td>Other assets</td>
<td>(52,468)</td>
<td>(26,637)</td>
</tr>
<tr>
<td>Increase/(decrease) in liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other payables</td>
<td>(23,715)</td>
<td>(256,771)</td>
</tr>
<tr>
<td>Provisions</td>
<td>99,304</td>
<td>28,948</td>
</tr>
<tr>
<td>Other liabilities</td>
<td>(118,068)</td>
<td>(446,574)</td>
</tr>
<tr>
<td>Net cash used in operating activities</td>
<td>(286,014)</td>
<td>(268,644)</td>
</tr>
</tbody>
</table>

16. Remuneration of auditors

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit of the financial report</td>
<td>23,000</td>
<td>23,000</td>
</tr>
<tr>
<td>Other services (taxation) provided by a related division of the auditor</td>
<td>6,600</td>
<td>6,000</td>
</tr>
<tr>
<td></td>
<td>29,600</td>
<td>29,000</td>
</tr>
</tbody>
</table>

17. Events after the Reporting Date

No matters have arisen since the end of the financial year which have significantly affected or may significantly affect the operations, results of operations and the state of affairs of the company entity in subsequent financial years.

18. Economic dependence

The company is dependant on its Members, being the state and territory transport government agencies and the Commonwealth Department of Transport for the majority of its revenue used to operate the business. The funding arrangement in place is pursuant to the 2011 – 2014 Strategic Plan, adopted by Members during 2011/2012. In the event of any shortfall in the yearly operational budget, the Members will be required to provide additional funding on an ad hoc basis to support the company. Funding arrangements for future periods will be determined during the final year of the plan. Following the Standing Committee on Transport and Infrastructure (SCOTI) consideration of the 2012 Review of the NTC and Other Relevant Transport Bodies, the company has submitted a report to the Transport and Infrastructure Senior Officers Committee (TISOC) on the outlook of the company, future strategic directions and potential for any new business opportunities, to facilitate a discussion by governments of the future arrangements for the company.

19. Capital management

The board of directors control the capital of the company to ensure that the company can fund its operations and continue as a going concern. The company does not have any debt and its capital includes retained earnings and financial liabilities, supported by financial assets. There are no externally imposed capital requirements. Management effectively control the company’s capital by assessing the company’s financial risks and adjusting its capital structure in response to changes in these risks and in its funding needs. These responses include the management of funding levels from Members and maintaining sufficient levels of working capital.

20. Operational Losses

The expenditure program of the company does not align with its revenue cycle and requires the utilisation of carry forward cash reserves in years where a shortfall in revenue exists. The loss for the year was funded by carry forward cash reserves and is favourable when compared to the budgeted loss for the same period.

21. Members Guarantee

The company is incorporated under the Corporations Act 2001 and is a company limited by guarantee. If the company is wound up, the Constitution states that each Member is required to contribute a maximum of $50 each towards meeting any outstanding liabilities of the company. At 30 June 2013 the number of Members was 9 (2012: 9 members).
INDEPENDENT AUDITOR’S REPORT

TO THE MEMBERS OF TRANSPORT CERTIFICATION AUSTRALIA LIMITED


We have audited the accompanying financial report, being a special purpose financial report of Transport Certification Australia Limited, which comprises the statement of financial position as at 30 June 2013, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the directors’ declaration.

Directors’ Responsibility for the Financial Report

The directors of the company are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 3 to the financial report is appropriate to meet the requirements of the Corporations Act 2001 and is appropriate to meet the needs of the members.

The directors’ responsibility also includes such internal control as the directors determine is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor’s judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001.

Opinion

In our opinion the financial report of Transport Certification Australia Limited is in accordance with the Corporations Act 2001, including:

a) giving a true and fair view of the company’s financial position as at 30 June 2013 and of its performance for the period ended on that date, and

b) complying with Australian Accounting Standards to the extent described in Note 1, and the Corporations Regulations 2001.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 3 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the directors’ financial reporting responsibilities under the Corporations Act 2001. As a result, the financial report may not be suitable for another purpose.

Moore Stephens
Chartered Accountants

30 October 2013

Scott Phillips
Partner