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COVER: Display of number plates offered at The Great Plate Auction.



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N.S.W. 2001

Telephone: 662 5555

The Hon. P.F. Cox, M.P.,
Minister for Transport,
SYDNEY.

Dear Mr. Cox,

I have pleasure in submitting to you for your information and presentation to Parliament the Annual Report of the Department of Motor Transport for the year ended 30th June, 1983.

The report describes in some detail the work of the Department during the review year and includes comparative financial statements for the year and the previous year.

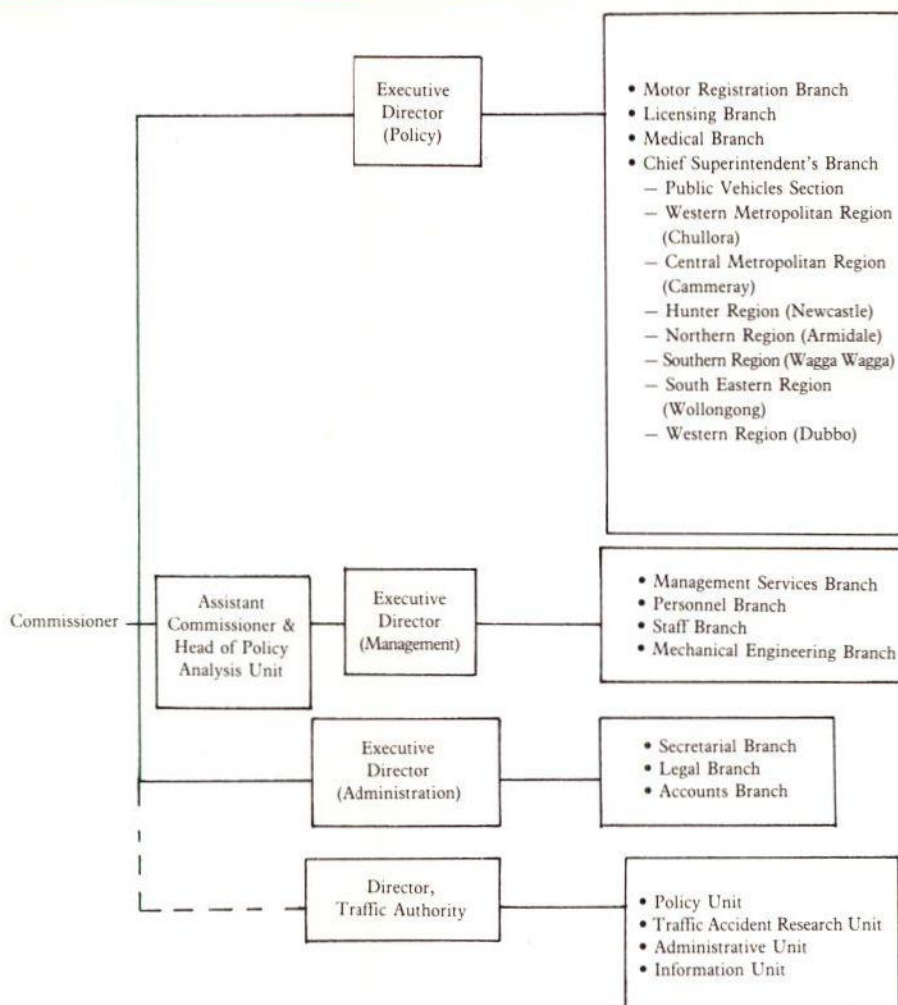
I again acknowledge, with appreciation, the loyalty and efficient assistance given by the staff of the Department during the year.

Yours faithfully,

Commissioner.

ISSN 0467 5290

ORGANISATION CHART



PRINCIPAL OFFICERS AS AT 30TH JUNE, 1983

J.W. DAVIES
Commissioner

M.J. BUTLER
Assistant Commissioner and Head of Policy
Analysis Unit

H.L. CAMKIN
Director, Traffic Authority of N.S.W.

K.J. MUNGOVEN
Executive Director (Policy)

E.B. BLACKHALL
Executive Director (Administration)

A.J. PERCIVAL
Executive Director (Management)

D.G. BELL
Chief Superintendent

K.R. BAIN
Secretary

LEGISLATIVE CHARTER

- Registration of motor vehicles and licensing of drivers; drink driving and certain other driving laws and penalties; mechanical fitness of vehicles; fitness of motorists to hold licences on the basis of competence and medical and/or driving records (Motor Traffic Act).
- Collection on behalf of the Minister for Roads of tax payable in connection with registration of vehicles (Motor Vehicles Taxation Management and the Motor Vehicles (Taxation) Acts).
- Regulation and licensing of commercial goods carrying and passenger carrying road transport services; collection of tax on transfer of certain urban taxi-cabs (Transport Act, State Transport (Co-ordination) Act and Transfer of Public Vehicles (Taxation Act).
- Administration of compulsory motor vehicles third party bodily injury insurance scheme and collection of premiums for insurance effected with the Government Insurance Office (Motor Vehicles (Third Party Insurance) Act).
- Collection on behalf of the Stamp Duties Office of stamp duty payable on issue of new and transfer certificates of registration (Stamp Duties Act).
- Licensing of paid motor vehicle driving instructors (Motor Vehicle Driving Instructors Act).
- Licensing of tow-truck operators and drivers (Tow-truck Act).
- Administration of the Air Transport Act on behalf of the Minister for Transport for the licensing of aircraft operated commercially on intrastate journeys.
- Licensing of passenger ferries operating in the Ports of Sydney and Newcastle (State Transport (Co-ordination) Act).
- Provision of the Secretariat of the Traffic Authority of New South Wales (Traffic Authority Act).

AIMS AND OBJECTIVES

- To promote safety and competence in the use by drivers of New South Wales' roads.
- To maintain vehicle safety standards.
- To license drivers and register motor vehicles.
- To regulate privately operated transport services with a view to providing the best service possible to the public.
- To use effectively and efficiently the human, material and financial resources available in the service of the public.
- To meet the above aims in a manner that promotes positive, satisfying and responsible working relationships.
- To develop the total organisation on a progressive basis.

ACHIEVEMENT OF OBJECTIVES IN BRIEF

Between July, 1982 and June, 1983 the Department of Motor Transport pursued its objectives within the terms of its legislative charter.

SAFETY AND DRIVER COMPETENCE

- Written knowledge test papers were produced in community languages.
- Random Breath Testing was introduced on a 3 year trial basis.
- Penalties applying to alcohol related and other serious offences were increased.
- Legislation was amended to make the driver of a motor vehicle responsible for any child under the age of 14 years wearing an available child restraint.
- The Motor Traffic Regulations were amended to specify types of restraining devices used to securely fasten loading or equipment to motor vehicles.
- The restriction on long vehicles travelling too close to other long vehicles was extended.
- Provisions were made for amber coloured warning lamps to be flashed on the roof of any street vending motor vehicle attending to customers.
- A handbook "The Heavy Vehicle Drivers Manual" was produced.

VEHICLE SAFETY STANDARDS

- A new inspection scheme for vehicles fuelled by liquid petroleum gas (LPG) was introduced.
- A pilot scheme for the annual inspection of heavy vehicles by Motor Vehicle Inspectors of the Department of Motor Transport was introduced in the South Eastern Region of the State.
- Provision was made for the guidelines associated with the requirements of motor vehicle recall campaigns to be applied to all vehicle manufacturers.

DRIVER LICENCES AND VEHICLE REGISTRATIONS

- Graduated Licensing Scheme was developed and referred to Government.
- Submission was made to STAYSAFE Committee on driver and rider licensing.
- Recording of vehicle details on registration labels was discontinued.
- Registration requirements were changed to require motor cycles to have two rear vision mirrors.
- The re-issue of numeral-only number plates was proposed.
- Custom-made Number Plate Scheme was reviewed.
- Amendments were made to allow use of quadrocycles.
- Specifications were set down for the amount of light which must pass through tinted windows.
- A separate third party insurance premium classification for station wagons was introduced.

ACHIEVEMENT OF OBJECTIVES IN BRIEF

PRIVATE TRANSPORT SERVICES

- Control of public vehicles in country areas were given solely to the Commissioner for Motor Transport.
- Review of policies and practices in regulating the taxi and hire car industries was commenced.
- Changes were made to allow persons affected by alcohol to be carried in public vehicles.
- Regulations were amended to require fare cards to be displayed in taxi-cabs.

DEVELOPMENT OF THE ORGANISATION

- New Regional and Motor Registry offices were opened in Wagga Wagga.
- Work nearing completion on a new Motor Registry at Hornsby.
- Word Processing requirements were reviewed.
- The Department's telephone communication system was updated with the installation of a new PABX switchboard.
- Recruitment policies and procedures were reviewed and updated.
- A Senior Staff Development Officer was appointed to assist staff develop maximum efficiency and to design courses to meet identified needs of staff.
- Basis for promotion within senior ranks was altered to provide for the appointment of the applicant who possesses the greatest fitness for the vacant office.
- Management performance reviews were introduced.
- The First Annual Report to Staff was distributed.
- Overhaul of the Department's payroll arrangements continued.

EFFECTIVE AND EFFICIENT USE OF RESOURCES

- Ongoing review of Department's data processing arrangements continued.
- A Review of the Department's printing operation was commenced.
- Review of sick leave policies and practices was undertaken.
- Procedures relating to collection and recording of serious driving offences were streamlined by computer recording techniques. Review of these procedures is ongoing.
- A new bulk pre-sorted mail system was introduced resulting in a reduction of postal costs equivalent to \$300,000 per annum.

These achievements are shown in detail, together with other information, in the appropriate sections of this Report.

LEGISLATION

Policy matters discussed with other Government bodies and at conferences and committee meetings throughout the year resulted in decisions that are reflected in the new legislation and regulations outlined in the following pages.

NEW LEGISLATION

MOTOR TRAFFIC (ROAD SAFETY) AMENDMENT ACT, 1982

This Act, assented to on 17th December, 1982, amended the Motor Traffic Act to provide for:-

- the introduction of random breath testing (RBT) on a trial basis between 17th December, 1982 and 16th December, 1985;
- the introduction of a three-tier system for prescribed concentration of alcohol (PCA) offences and for increased penalties in respect of alcohol-related and other serious offences; and
- compulsory blood testing of drivers and riders of motor vehicles and of pedestrians admitted to or treated at a hospital as the result of a motor accident.

MOTOR TRAFFIC (AMENDMENT) ACT, 1983

This Act, assented to on 22nd April, 1983, amended the Motor Traffic Act to provide for various matters including the indemnification from legal proceedings of a registered medical practitioner, optometrist or physiotherapist in reporting an opinion that a person is not medically or physically fit to drive a motor vehicle.

AIR TRANSPORT (AMENDMENT) ACT, 1982

This Act, assented to on 19th November, 1982, amended the Air Transport Act to provide that a certificate by the Minister for Transport stating that a person was or was not authorised to operate aircraft over a specified route on a specified day or days shall be prima facie evidence in court.

TRANSPORT (ROAD TRANSPORT AND TRAFFIC FUND) FURTHER AMENDMENT ACT, 1982

This Act, assented to on 19th November, 1982, amended the Transport Act to enable amounts held in the Road Transport and Traffic Fund Advance Payments Account, in respect of licences renewed for three years, to be paid to the credit of the Road Transport and Traffic Fund during the financial year to which the payments are attributable instead of at the end of that financial year.

TRANSPORT (AMENDMENT) ACT, 1983

This Act, assented to on 22nd April, 1983, amended the Transport Act to make it clear that promotion to and within senior positions in the Department of Motor Transport shall be on the basis of merit.

NEW REGULATIONS

CHILD RESTRAINTS

The Motor Traffic Regulations were amended, with effect from 2nd July, 1982, to make the driver of a motor vehicle responsible for ensuring that any child under the age of 14 years in a motor vehicle wears an available child restraint. The driver's responsibility previously applied to children aged under 8 years of age.

SECURING OF LOADING

The Motor Traffic Regulations were amended on 30th July, 1982 to provide for more specific requirements for the securing of loading on motor vehicles. The amendments specify various types of restraining devices that may be used to securely fasten loading or equipment to motor vehicles.

LEGISLATION

OMISSION OF VEHICLE DETAILS FROM REGISTRATION LABELS

The Motor Traffic Regulations were amended to provide for the omission of details from registration labels as from 1st October, 1982.

PUBLIC VEHICLES IN COUNTRY AREAS

The State Transport (Co-ordination) Act and Regulations and the Motor Traffic Regulations were amended, with effect from 1st November, 1982 to provide for the control of public vehicles in country areas solely by the Commissioner for Motor Transport, instead of jointly with local councils. Thus, control of public vehicles on a consistent basis is enabled throughout the State.

HEAVY VEHICLES TRAVELLING TOO CLOSELY

Amendments to the Motor Traffic Regulations were gazetted on 17th December, 1982 to extend the restriction upon driving a heavy motor lorry or a motor vehicle hauling a caravan trailer from travelling too closely to another such vehicle. The limit of at least 60m now applies to all roads without street lighting, and not only to single lane roads, and applies to those vehicles travelling in adjacent lanes.

INCREASED TAXI-CAB FARES

The Transport (Public Vehicles) Regulations were amended to provide for increases on and from 8th October, 1982 in the charges for taxi-cabs operating in the Metropolitan, Newcastle and Wollongong Transport Districts. The new rates are 80 cents flag fall (including the first 100 metres of travel), 50 cents per kilometre, \$12.00 per hour waiting time, 60 cents radio booking charge, and a maximum contract hiring charge for weddings and funerals in the Metropolitan Transport District of \$13.70 for the first hour and \$3.43 for each succeeding 15 minutes or part thereof.

FARE NOTICES IN TAXI-CABS

On 8th October, 1982 the Transport (Public Vehicles) Regulations were amended to remove the requirement to display fare labels on the windscreen and the rear window of taxi-cabs operating in the Transport Districts and to provide instead for a fare notice to be displayed inside the vehicle.

REAR VISION MIRRORS ON MOTOR CYCLES

The Motor Traffic Regulations were amended on 29th October, 1982 to provide that new motor cycles manufactured and first registered after 1st January, 1983 must be equipped with two rear vision mirrors.

LESSEE OF TAXI-CAB

The Motor Traffic Regulations were amended on 26th November, 1982 to provide that the lessee of a taxi-cab shall be treated as the owner of the vehicle for parking offences.

ALCOHOL-AFFECTED PASSENGERS IN TAXI-CABS AND OTHER PUBLIC VEHICLES

The Transport (Public Vehicles) Regulations and the State Transport (Co-ordination) Regulations were amended on 17th December, 1982 to make it clear that an alcohol-affected person would be carried in a taxi-cab or other public vehicle provided that the condition of that person is not objectionable to other persons. The amendments were made to complement the Government's campaign to encourage persons affected by alcohol not to drive motor vehicles.

BLOOD TESTING OF DRIVERS

Amendments to the Motor Traffic Regulations were gazetted on 17th December, 1982 to provide Regulations about the keeping of blood samples taken at a hospital from any person involved in a motor vehicle accident. The Motor Traffic Regulations were further amended on 7th January, 1983 to enable the blood testing of drivers to be conducted at the Repatriation General Hospital, Concord.

LEGISLATION

HEAVY VEHICLE INSPECTION SCHEME

Amendments to the Motor Traffic Regulations and Transport (Public Vehicles) Regulations prescribing the fees for a pilot scheme involving the Departmental inspection of heavy vehicles in the south eastern area of the State, were gazetted on 21st January, 1983.

The scheme is proposed to be extended State-wide, and is detailed in the section headed "Motor Vehicle Construction and Equipment".

TRANSIT LANES

The Motor Traffic Regulations were amended on 28th June, 1983 to permit Police, Fire Brigade and Ambulance vehicles with fewer than 3 persons to use transit lanes in non-emergency circumstances.

TRAFFIC INFRINGEMENT NOTICE SCHEME — INCREASES IN FIXED PENALTIES

Penalties for driving offences and parking offences under the Traffic Infringement Notice Scheme were increased generally in line with movements in the CPI since the penalties were last adjusted (27.7% and 87% respectively) with effect from 7th February, 1983.

FLASHING WARNING LIGHTS ON VENDING VEHICLES

The Motor Traffic Regulations were amended on 11th February, 1983 to provide that an amber coloured flashing warning lamp must be displayed on the roof of any motor vehicle, described by the Regulations as a "Street Vending Motor Vehicle", standing on public streets for the purpose of attending to customers. The amendments were made following several fatalities involving children who had been proceeding to or from itinerant mobile ice-cream vans.

FLASHING TURN INDICATORS

The Motor Traffic Regulations were amended on 25th March, 1983 to prohibit a driver from using flashing turn indicators on a motor vehicle for any purpose except to indicate the driver's intention to turn or diverge to the left or the right or make a U turn. The prohibition was necessary because of the potentially dangerous practice adopted by some heavy vehicle drivers of using flashing turn indicators to indicate to following traffic that it was safe to overtake.

DRIVING OF HEAVY LORRIES TOWARDS SYDNEY

The curfew imposed by the Motor Traffic Regulations restricting the movement of heavy lorries towards Sydney between 3 pm and 7 pm on certain roadways on a Sunday or on the last day of a holiday weekend was removed, with effect from 25th March, 1983. The effects of the lifting of the curfew are to be reviewed in the light of six months experience.

CONSTRUCTION STANDARDS FOR IMPORTED SECOND-HAND PUBLIC VEHICLES

The Motor Traffic Regulations and Transport (Public Vehicles) Regulations, were amended on 29th April, 1983 to provide that every motor vehicle imported into Australia on and after 1st January, 1984, must, prior to its first registration as a public motor vehicle in New South Wales, comply with such of the Australian Design Rules applicable to that class of vehicle at the date of entry into Australia.

MOTOR CYCLES AND BICYCLES ON FOOTPATHS

Amendments to the Motor Traffic Regulations and the Metropolitan Traffic (General) Regulations were gazetted on 27th May, 1983 to permit employees of the Australian Postal Commission to ride motor cycles, with an engine capacity not exceeding 110ml, and bicycles, at a speed not exceeding 7 km/h, on footpaths whilst delivering postal articles.

LEGISLATION

TINTED WINDOWS

The Motor Traffic Regulations were amended on 10th June, 1983 to specify the minimum amount of light which must pass through tinted windows of motor vehicles. The amendments, effective from 10th June, 1983, deal with all forms of tinting applied to windows, windscreens and interior panels and also specify limits for light transmittance for tinted glass fitted as original equipment in new vehicles manufactured from 1st July, 1984.

PARKING FOR THE DISABLED

The Motor Traffic Regulations and Metropolitan Traffic (General) Regulations were amended on 24th June, 1983 to enable the provision of preferential parking facilities for authorised disabled persons' vehicles.

QUADROCYCLES

The Metropolitan Traffic (General) Regulations were amended on 15th April, 1983, to permit the use of quadrocycles (bicycles constructed to seat two or more persons abreast) in locations approved by the Traffic Authority.

LEGAL ACTIVITIES

The Department was represented by officers of its Legal Branch in a number of legal matters including the enforcement of legislation by the prosecution of offenders, appearances before courts and administrative tribunals, and actions to recover monies owing. In matters before country courts, where attendance was considered to be too costly or time consuming, the Department was represented by the Police Prosecutor attached to the particular court.

Prosecution proceedings were initiated in Courts of Petty Sessions throughout the State with the majority of cases coming before courts situated in Redfern, Newcastle and Wollongong. Prosecutions were commenced either as a result of detection of breaches by officers of the Department or as a result of investigations carried out following complaints by members of the public.

Convictions for breaches of the Motor Traffic Act and Regulations totalled 2,101 and are shown here with the previous year's figures in brackets.

● Unlicensed driving	122	(58)
● Number plate offences	44	(29)
● Unregistered vehicle	446	(274)
● Hours of driving	82	(76)
● Log book offences	759	(508)
● Fail to produce licence	34	(19)
● Fail to notify/apply transfer	127	(682)
● Registration label offences	170	(149)
● Fail to drive into checking station	47	(49)
● Exceed maximum dimensions	170	(213)
● Exceed maximum weight	42	(23)
● Miscellaneous offences	58	(64)

Most of these cases were not defended.

Incidences of convictions on prosecutions instituted under the Transport Act and Regulations for Public Vehicles were 790, an increase of 41 over the previous year. Details are shown with the previous year's figures in brackets.

● Unlicensed/fail to produce licence	67	(63)
● Fail to produce vehicle for inspection	71	(62)
● Fare offences	20	(26)
● Fail to carry out hiring punctually	77	(83)
● Stand in unauthorised place	137	(69)
● Meter offences	24	(39)
● Leave cab unattended	58	(30)
● Fail display or obscure "Vacant" sign	29	(41)
● Fail accept hiring immediately	58	(62)
● Touting or attract notice by calling	120	(112)
● Incivility or impropriety	37	(45)
● Miscellaneous offences	92	(117)

Most of these cases were dealt with by the defendant entering a plea of "guilty" or, in absence, under Section 75B of the Justices Act.

LEGAL ACTIVITIES

Convictions for breaches of the State Transport (Co-ordination) Act and Regulations totalled 129 and included 72 for operating an unlicensed vehicle and 35 for driving an unlicensed vehicle. Failure to pay additional tax resulted in 29 of 31 convictions recorded for breaches of the Motor Vehicles Taxation Management Act.

In the Petty Sessions jurisdiction, 5,428 appeals were lodged challenging decisions of the Commissioner to refuse, cancel or suspend licences under the Motor Traffic Act or Transport Act. The majority of the appeals were made against decisions to cancel or suspend first-year provisional motor vehicle drivers' licences. In 4,068 cases, the courts dismissed the appeals with or without varying the periods of suspension. Appeals were withdrawn in 248 cases and 11 others did not proceed, for lack of the court's jurisdiction to hear the appeal.

In the majority of appeals against the suspension or cancellation of licences the evidence given in support of the Commissioner's decision was contained in the Departmental file relating to the particular appellant and no witnesses were called for the Department.

In cases relating to cancellation or suspension of licences on medical grounds, or because of failure to pass a driving test, or in the case of suspensions of authorities under the Authorised Inspection Station Scheme, it was necessary to call witnesses to give evidence in support of decisions. In these cases officers from the appropriate Branches of the Department attended court to give such evidence.

A number of matters were heard in the District Court, the Supreme Court, the Workers' Compensation Commission and before Transport Appeal Boards. Generally, the Department was represented in these matters by a Legal Officer, except in the Supreme Court, where Counsel was briefed.

POLICY DEVELOPMENT AND APPLICATION

The need for increasing emphasis on policy development and application was a principal recommendation of the Management and Strategy Review of the Department's basic functions, structure and policies in 1980. Subsequently the Policy Analysis Unit was formed and its principal staff appointed early in 1982.

The Policy Analysis Unit's charter is wide-ranging, with its major objectives being the rationalisation of the Department's policies towards its clientele and the improvement of its management of those policies. A major device for achieving these objectives is to introduce into the thinking of Departmental officers the motives and attitudes commonly encountered in the commercial world. In at least one instance this emphasis has extended to embarking upon a fully commercial venture — the selling of sought-after number plates by public auction.

The Unit's principal staff — Principal Policy Analyst, Data Processing Co-ordinator and Chief Management Consultant — initiate projects and become involved in day-to-day operations as the need arises. Advice on operational matters is provided directly to Branch Heads when requested. Involvement in more substantial matters of a project nature is often of an ongoing nature. In other instances the Unit has been requested to independently review a function, project or policy area of the Department or the Traffic Authority of N.S.W. (It is mentioned that the Commissioner for Motor Transport is the Chairman of the Traffic Authority of N.S.W.) Matters arise both at the request of senior management and at the instigation of the Unit. The Unit's wide-ranging charter facilitates its observance and critical review of most of the Department's functions and activities.

During the year the Unit conducted, initiated or contributed to a number of significant reviews and projects. Principal among these were:-

REVIEW OF POLICIES AND PRACTICES IN REGULATING THE TAXI AND HIRE CAR INDUSTRIES

The need for this review was highlighted by the Management and Strategy Review as an area where the Department may be overly or unnecessarily involved in regulating a private sector business activity. The review was commenced in October, 1982 and is proceeding in five stages — preparation of detailed documentation of existing policies and practices; description of the industries and their evolution; investigation of desirable changes and their likely implications; preparation of a comprehensive document for public discussion; and finally, formulation of recommendations for change in the Department's involvement. Public discussion of tentative proposals is expected in January, 1984 and firm recommendations will be formulated by mid-1984.

This review is a substantial effort. It has necessitated the full-time involvement of the Principal Policy Analyst and two seconded staff. As a by-product, however, some avenues for improvement in the Department's existing administrative arrangements, particularly in the way records are kept, have been identified and acted upon.

REVIEW OF SICK LEAVE POLICIES AND PRACTICES

This review was prompted by the apparent disparity between the levels of sick leave taken by staff of the Department and by staff of public service departments generally. Whereas staff of the Department were averaging 12.1 days sick leave each year, public service departments as a whole average only 6.2 days each year. Of the Department's 2,700 staff, 140 on average are absent on sick leave at any one time. This amounts to a 5% cutback in authorised staff strength.

The review compared the Department's policies and provisions regarding sick leave with other organisations and identified measures likely to reduce the abnormally high level being experienced, without of course inhibiting the rights of genuine cases. It was found that not only did staff take more days on average than all other public service departments surveyed, but they also took a greater proportion of their sick leave as three-day or longer absences.

POLICY DEVELOPMENT AND APPLICATION

The review indicated that the existing policy of permitting three-day casual absences, or part thereof, three times each year was encouraging staff to take the maximum three days on each absence, instead of only the one or two days which the sickness may have warranted.

At the end of the year recommendations for changes to existing policies and provisions had been made available to the staff unions for discussions before the implementation of any changes. In the meantime, new procedures have been introduced to streamline the reporting of sick leave absences and to counsel staff who take excessive sick leave.

FIRST ANNUAL REPORT TO STAFF

The Department's first Annual Report to Staff was distributed to all permanent officers during the week before Christmas 1982. This initiative arose from the identification of a need to improve communication with staff at all levels. The report was part of a wider programme of improving staff knowledge and understanding of the Department's mission and individual job satisfaction.

Produced in consultation with a committee of officers representing all categories of staff, the report concentrated on presenting a broad picture of the Department's activities and achievements in an easy-to-follow format. Emphasis was placed on presenting the Department as a working organisation of involved people rather than a stereotyped public service bureaucracy.

A survey of its effectiveness several months later revealed that almost all staff had seen the report, most staff found it easy to understand, that it had stimulated discussions about the Department's activities, and that the great majority found it useful and worthwhile.

As a result, a second Report to Staff was in preparation at the end of the year.

INTRODUCTION OF NEW PAYROLL ARRANGEMENTS

Overhaul of the Department's payroll arrangements was in progress at the commencement of the year. The prospect of substantial improvements in efficiency and economy were foreseen by contracting the payroll processing to an external organisation specialising in such work.

At the end of the year, tenders for the supply of payroll services were being evaluated with the prospect that new arrangements would be operational prior to Christmas 1983.

REVIEW OF DATA PROCESSING ARRANGEMENTS

The ongoing review of the Department's data processing policies, procedures and facilities proceeded during the year. The freeze on new development work and the formal appraisal arrangement for all new or significantly amended applications have partially stabilised the existing environment. No major equipment additions were made, initiated or planned during the year.

Further progress has been made with the shedding of non-essential work from the installation. The service being provided to the State Transport Study Group at a significant loss to the Department was terminated in September, 1982. Together with the forthcoming shedding of payroll processing, this move has provided room for general growth in registration and licensing business without the need for additional equipment.

Other activities directed at stabilising and gaining proper management control over the Department's computer installation and its use were a review of enquiry network usage and of the cost of providing and supporting the installation; introduction of procedures to more accurately monitor utilisation of the installation's resources; and revision of charges applied to external users of the installation. The latter resulted in a 100% increase in charges and the loss of some unwanted business.

Emphasis is being directed at establishing an appropriate training scheme for data processing staff with a view to selectively increasing their individual skills in technical design and programming, and in the management of computing projects.

POLICY DEVELOPMENT AND APPLICATION

INTRODUCTION OF BULK PRE-SORTED MAIL ARRANGEMENTS

Procedures were introduced to despatch renewal mail through Australia Post's bulk pre-sorted deferred service. This change from traditional arrangements was initiated by the Unit which provided ongoing advice and support to the officers effecting the change in procedures.

The project achieved postal savings equivalent to \$300,000 in a full year, staff savings equivalent to \$80,000 in a full year and printing savings of \$140,000 in a full year. The latter was a result of the associated decision to discontinue all inserts in renewal mail on the basis that they were not reaching their objective of gaining the public's attention. Total savings so far have been equivalent to over \$500,000 p.a.

Continuing refinements of the Department's mail despatch arrangements are expected for some time. As knowledge and understanding of Australia Post's services and pricing structure is increased, further ways to achieve economies will be explored.

REVISION OF PROCEDURES FOR REPORTING AND RECORDING SERIOUS TRAFFIC OFFENCES

Towards the end of the year new arrangements were introduced for the reporting and recording of the most serious category of traffic offences. These arrangements involved the responsibility for reporting reverting back to the courts administration after 44 years with Police.

As well, the new arrangements involved introduction of a new reporting procedure facilitating direct data capture of the offence and conviction information and greater internal security over reports. Benefits so far have included more accurate reporting of offences and convictions, faster recording on licensee offence records once the reports are received, and staff savings equivalent of \$100,000 p.a.

At the end of the year, procedures were being developed to provide the courts administration with a ready means of auditing the completeness of reporting by court officers.

MANAGEMENT PERFORMANCE REVIEWS

During the year a mechanism was evolved for reviewing in detail the performance of managers in dealing with discrete projects, activities or functions. These reviews of management performance concentrate on critically analysing the quality of relevant managers' individual and collective decisions. Presentation of the reviews is chronological with each significant decision analysed for its appropriateness and contribution. The benefits of hindsight are not ignored but the means by which actual outcomes could have been competently predicted or avoided are demonstrated.

The purpose of these reviews is to provide a means for the Department's most senior managers to reflect upon the quality and contribution of their decisions and decision-making processes. The outcome of any particular review is intended to be a searching appraisal of their performance by the managers involved. The outcome of the reviews in general is intended to be a progressive uplifting of managers' individual and joint contributions to the Department's pursuit of its objectives.

Five reviews were completed and circulated amongst the Department's most senior officers.

DEVELOPMENT OF A GRADUATED LICENSING SCHEME

In response to increasing concern about the effectiveness of existing driver licensing arrangements in encouraging responsible behaviour on the roads, particularly amongst young and inexperienced drivers, the Department's Licensing Branch and the Traffic Authority's Traffic Accident Research Unit had for some time been working towards a graduated system of licensing. The purpose of such a system is to progressively introduce new and novice drivers (and riders) to the risks and experiences of driving in traffic and at the same time to provide an incentive for consistently responsible driving behaviour on the roads.

POLICY DEVELOPMENT AND APPLICATION

Following difficulties and delays in determining viable arrangements for the scheme, the Policy Analysis Unit took up a co-ordinating role involving objective assessment of the road safety value and administrative practicality of what was being proposed. The scheme was subsequently finalised and referred to the Government for consideration in September, 1982. In May, 1983 the scheme was provided to the STAYSAFE Committee as the Department's principal proposal for change in the existing driver and rider licensing arrangements.

REVIEW OF THE CUSTOM-MADE PLATE SCHEME

During the year the nature and appropriateness of the arrangements for the Custom-made Plate Scheme were reviewed. Launched in December, 1981, the Custom-made Plate Scheme has not progressed as well as was expected at the outset.

The review of the scheme identified the major constraints on sales as the annual lease fee, the non-transferability condition, and the mandatory State slogan "NSW — THE PREMIER STATE".

Advice was being awaited from the Government on the acceptability of a wide range of possible changes aimed at increasing the desirability and revenue potential of custom-made plates.

LAUNCHING OF THE NUMERAL-ONLY PLATE SCHEME

The Department proposed the release of a limited number of numeral-only plates from the original series issued between the years 1910 to 1937. That these plates are considered desirable is clearly evident from the number of requests for re-issue in recent years and the instances of illegal trading which have come to notice.

It was decided to re-issue these plates by public auction and that the plates would be of vitreous enamelled steel in a style similar to that actually used in the mid-1920's. Trading in these plates (and these plates only) will become legal from the date of the first auction. These arrangements will require legislation and/or regulation changes.

Planning for the conduct of the auction before Christmas, 1983 was underway.

REVIEW OF WORD PROCESSING REQUIREMENTS

During the year the lease on the Department's word processing facility came up for renewal. As a result, a review of existing arrangements was undertaken. This review revealed that the existing facility was under-utilised and not providing a cost-effective service to the Department. The review concluded that more appropriate equipment could be purchased outright for less than the annual rental on the existing facility.

Subsequently, tenders were called late in the year for equipment to meet the needs of the two branches making the greatest use of the existing facility. As an interim arrangement, three electronic typewriters with diskette storage were purchased to meet basic needs before new word processing equipment could be properly installed. This interim arrangement also served as a test of the general applicability of memory typewriters to the Department's work.

At the end of the year, tenders for new word processing equipment were still being evaluated. By then, however, it was clear that the memory typewriters provided a cost-effective solution to much of the small but repetitive typing work.

CONTINUING REVIEW OF TRAFFIC OFFENCE AND CONVICTION REPORTING AND RECORDING ARRANGEMENTS

The review of the arrangements with the Police Department and the Magistrates Courts Administration for the reporting of traffic offences and convictions continued through the year.

POLICY DEVELOPMENT AND APPLICATION

Negotiations are proceeding with the Police Department to obtain the details of paid traffic infringement offences on computer tape. The Police Department is moving towards re-developing its computer systems and at that time it would be appropriate to incorporate a facility for producing details of such offences on computer tape for direct updating of licensee offence records.

With the move by the Magistrates Courts Administration towards a self-enforcing system for unpaid traffic infringements and the computerisation of procedures in conjunction with the Police Department's re-developed traffic penalties system, the prospect of receiving enforcement orders on computer tape has arisen. This will eliminate the current manual processing associated with at least 90% of summons matter convictions. Defended summons matter convictions only will remain to be manually processed before updating of licensee offence records.

The receipt of almost all traffic infringement and summons conviction details on computer tape will ultimately mean that microfilm records of paid infringement notices, breach reports and summons convictions will be discontinued. In these instances, the Department's computer records will be the only record of offences and convictions. Initial approaches have been made to the Chief Stipendary Magistrate for agreement that in appeal matters a certified copy of the Department's computer records will be prima facie evidence of the offence or conviction, in accordance with s.12 of the Motor Traffic Act, 1909.

In total, these initiatives will eventually achieve substantial economies in the clerical processing of paid traffic infringements and summons convictions, in the maintenance of microfilm records, and in the updating of licensees' offence and conviction records. At the end of the year, advice on developments was being awaited from the Police Department.

SUBMISSION TO STAYSAFE ON DRIVER LICENSING

The Department's submission to STAYSAFE on driver and rider licensing requirements and standards was co-ordinated in the Policy Analysis Unit. The submission was presented in four documents — three Parts and an Overview. At the end of the year, the Overview and two Parts had been presented and the Department was awaiting advice to appear before the Committee.

The general thrust of the Department's submission was that as well as there being little justifiable support in road safety terms for the existing licensing arrangements, there was equally little justification for adding to them. If anything at all was certain, it was that the contribution of licensing to road safety was marginal and that this situation was shared by virtually all licensing authorities worldwide.

The Policy Analysis Unit's contribution to the preparation of this submission was primarily in ensuring that the approach to discussing issues and presenting facts was pragmatic and helpful to those needing to form definitive views on what might be worth doing to change the present situation. The end result of the effort put into preparing the submission is expected to be a critical review and documentation of most of the important issues and practices in driver licensing.

INQUIRIES BY THE OMBUDSMAN

During the review year the Ombudsman made 46 inquiries about various matters raised by members of the public. Seven of these complaints were considered to be justified and the Department took appropriate action to have these matters rectified.

REVIEW OF THE TRAFFIC ACCIDENT RESEARCH UNIT

Commissioned by the Director of the Traffic Authority of N.S.W in the previous year, this review was completed in the first half of the year. The review was directed at determining which of the Research Unit's activities would provide the most worthwhile benefits to road users in the immediate future. The outcome was intended to be a guide as to where the Traffic Authority might best direct the resources available for traffic accident research.

The review identified deficiencies in the management of the Research Unit, which has since been rectified.

DRIVERS' LICENCES

The Motor Traffic Act requires all motor vehicle drivers, except a few exempt classes of drivers, to be licensed. The licence system provides for the issue of learners' permits, provisional licences, licences to drive taxi-cabs in the Metropolitan, Newcastle and Wollongong Transport Districts, motor cycle riders' licences and five other classes of licences graded by the type, size and/or use of the vehicle to be driven.

During the year Departmental Driver Examiners conducted 164,083 driving and riding tests with a 60.4% pass rate that resulted in the issue of 99,100 licences. In addition to this testing, Police conducted driving and riding tests on behalf of the Department at a number of country locations.

Vehicle drivers' and cycle riders' licences in issue at 30th June, 1983 increased by 2.3% from the previous year.

	1983	1982
Class 1	2,478,189	(2,418,195)
Class 2	6,493	(6,291)
Class 3	323,557	(321,603)
Class 4	43,122	(40,750)
Class 5	121,084	(118,987)
Taxi-cab driver (Transport Districts)	20,166	(20,066)
Motor Cycle rider	282,388	(272,519)
Total	3,274,999	(3,198,411)

For the most part enforcement of the Motor Traffic Act and Regulations, as they lay down the rules of the road for drivers generally, is the responsibility of the Police.

Records of traffic offences committed by individual motorists are maintained by the Department of Motor Transport. As required, information is provided from the records to enable the Police Traffic Branch to deal with reports of further offences and to assist the courts in their determination of appropriate penalties.

The number of driving offences (not including parking offences) noted on the Department's records this year was 457,750 an increase of 13.3% compared to last year. In 378,203 cases, liability for the offence was satisfied by payment of the penalty nominated under the infringement notice scheme. The balance of 79,547 of these offences resulted in convictions by the courts with 2,330 persons being discharged pursuant to Section 556A of the Crimes Act. Suspensions or disqualifications were ordered in 8,831 cases. Convictions for the types of offences involving automatic disqualification from driving, numbered 26,956 which is 4,689 less than in 1981/82.

In addition, the courts found proved 28,447 major offences which were of a type that result in automatic disqualification in the absence of a court order to the contrary. Some 1,491 of these offenders were discharged under Section 556A of the Crimes Act without conviction. Of the 26,956 cases in which convictions were recorded, the statutory automatic period of disqualification operated in 5,263 instances but in the remaining 21,693 instances the courts imposed other, and usually shorter, disqualification periods.

As regards offences of having the prescribed concentration of alcohol, Section 556A of the Crimes Act was applied by the courts to discharge without conviction 1,344 drivers out of the 21,201 brought before them.

Similarly, Section 556A of the Crimes Act was also applied by the courts to discharge without conviction 32 of the 740 drivers brought before them during the year on charges of driving under the influence of alcohol.

Authority is given to the Commissioner for Motor Transport by the Motor Traffic Regulations to refuse, cancel or suspend a rider's or driver's licence in light of the motorist's driving record. Any person so deprived may appeal to a Court of Petty Sessions. This authority can be exercised in relation to the Provisional Licence Scheme and the Demerit Points System.

DRIVERS' LICENCES

Where the holder of a provisional licence commits a breach of the conditions of the licence (i.e. exceeds 80 kilometres per hour or fails to display "P" plates) or commits an offence of the type specified in the licence, the licence may be cancelled. After a specified period (usually three months) a further provisional licence is issued provided the applicant makes a fresh application, passes further driving, knowledge and eyesight tests and pays a further licence fee.

Operating separately from the Provisional Licence Scheme is a Demerit Points System whereby traffic offenders are penalised a fixed number of points in respect of a variety of specified traffic offences recorded against them. Points are not allotted for offences dealt with by the court (unless the court orders otherwise) which result in the offender being disqualified or the licence being suspended. The scheme provides licensees with a clear warning when the stage is being reached where consideration is being given to the cancellation of the licence. Points allocated for individual offences range from two to four according to the seriousness of the offence and an accumulation of twelve or more points within any period of two years may lead to the cancellation of the driver's or rider's licence. Upon cancellation a licensee may elect to be issued immediately with a provisional licence or to remain unlicensed for three months after which a full licence may again be obtained. Those who elect to be issued with a provisional licence may continue to drive, are not subject to the requirements placed on "first year" drivers regarding the display of "P" plates or observance of an 80 kilometre per hour speed limit, but face withdrawal of the provisional licence if any one of the offences listed on the licence is committed during its currency of twelve months. Cancellation of a provisional licence in such a case results in the holder being ineligible to obtain another licence for at least three months.

In the 1981/82 year 21,974 licences were suspended or cancelled. In comparison, in the 1982/83 year action was taken to suspend or cancel 21,786 licences. There were 10,609 first year provisional licences, 1,786 subsequent first year provisional licences and 282 other provisional licences cancelled in terms of the Provisional Licence Scheme.

Under the Demerit Points System, 192 licences were suspended and 7,860 cancelled in the 1982/83 year, compared to 149 and 8,423 respectively, in the 1981/82 year.

The causes for other cancellations and suspensions in the review year included the conduct and habits of licensees 21, medical impairments 767 and other grounds 269. In the previous year, refusals were based on the conduct and habits of applicants 110, medical impairments 459, and a combination of other grounds 472.

This year 1,041 applications for licences were refused compared with 1,135 in the previous year.

There were 5,428 appeals to Courts of Petty Sessions in respect of the abovementioned cancellations, suspensions and refusals which resulted in 1,101 being allowed and 4,068 being dismissed. Appeals were withdrawn in 248 cases and in 11 cases it was held the courts had no jurisdiction.

The table of cancellations, suspensions and refusals of driving licences contains more detailed statistics.

TABLE OF
CANCELLATION, SUSPENSION AND REFUSAL OF DRIVING LICENCES

TYPE OF OFFENCE	DECISION OF COURT		DISQUALIFICATIONS IMPOSED											APPEALS			
	Convicted	*Dis- charged Section 556A	AUTOMATIC				+ Automatic Disqualification Varied By Court To							DISMISSED (CONVICTION CONFIRMED)	ALLOWED (CONVICTION QUASHED)	DISMISSED	
			Six Months	One Year	Three Years	Five Years	Less Than 3 Months	3 Months Less Than 6 Months	6 Months Less Than 1 Year	1 Year Less Than 3 Years	3 years Less Than 5 Years	5 Years Or More	TOTAL			UNCONDI- TIONALLY	CONDI- TIONALLY
Drive whilst Under Influence	708	32		93	34		6	120	153	203	87	12	708	75	8		1
Drive with High Range ** Concentration of Alcohol	1586	50			135	21		22	393	627	295	93	1586	21		1	
Drive with Middle Range ** Concentration of Alcohol	2361	121		284	37		2	873	576	468	103	18	2361	16		1	
Drive with Low Range ** Concentration of Alcohol	1056	58	67	11			527	224	190	32	5		1056	9		1	
Drive with Prescribed Concentration of Alcohol — 0.05 but less than 0.08 #	2124	167	96	58			1023	462	332	137	16		2124	127	7	4	1
Drive with Prescribed Concentration of Alcohol — 0.08 or greater #	12730	948		1720	692		30	3943	2666	2527	1077	75	12730	1441	33	28	19
Refuse Breath Analysis Test	429	26		54	38			79	86	106	55	11	429	56	3	2	1
Drive in Manner or at Speed Dangerous	2452	59		343	82	1	20	439	541	794	210	22	2452	328	29	10	3
Not Stop after Injury Accident. Sect. 8(1)	66	1		9	12		1	8	12	19	4	1	66	11			
Drive whilst Disqualified (*)	3176	29	1393				7	19	492	715	471	79	3176	405	13	6	1
Culpable Driving	209			47	20			14	17	58	47	6	209	3			
By Negligent Act Cause Grievous Bodily Harm	50			7	9			10	9	8	7		50				
Breach of Recognition	9								5	3	1		9				
TOTAL	26956	1491	1556	2626	1059	22	1616	6213	5472	5697	2378	317	26956	2492	93	53	26

, (), +, **, # (for explanation see page 20)

DRIVERS' LICENCES

At the conclusion of the review year, consideration was being given to the introduction of a combined form of licence which would dispense with the need for a separate rider's licence where both driver's and rider's licences are held by individuals. In addition, a review of the medical fitness guidelines applied to the issue of licences to drivers and riders was being conducted and a review of the policy applied to drivers disqualified in other States or Territories who apply for or hold New South Wales licences was being undertaken.

Modifications were being made to the procedures associated with reviewing the medical fitness of drivers and riders so as to increase efficiency and reduce operational costs. Preparation of a handbook designed to assist medical practitioners in their assessment of the medical fitness of individuals to drive motor vehicles, was commenced.

The Department's Medical Branch continued to assess medical reports from general practitioners and specialists about the fitness to drive of persons with significant disabilities.

Development of an off-road pre-learner's permit training scheme for novice motor cycle riders was being considered.

The Handicapped Driver Assessment Centre is available to make objective assessments of the physical capacity of those persons who have suffered strokes, spinal injuries with paralysis or amputations or deformities of the limbs. Most of the users of this Centre are referred from medical rehabilitation units.

A new publication titled "Heavy Vehicle Drivers Manual" has been published and is available to applicants for class 3, 4 and 5 drivers' licences to study in conjunction with the Motor Traffic Handbook. The Manual includes information about driving practices, maintenance checks and loading procedures and is aimed at preventing heavy vehicle crashes.

EXPLANATION — PAGE 19.

* Discharged pursuant to Section 556A of the Crimes Act, 1900.

(*) Further periods of disqualification imposed pursuant to section 7A(3) of the Motor Traffic Act for the offence under Section 7A(2) of driving whilst (already) disqualified.

+ In these cases the Courts exercise their discretion to disqualify drivers for periods other than the specific terms which under the Motor Traffic Act, operate automatically in the absence of an order by Court.

** Effective from 17th December, 1982.

Effective from 1st July, 1982 to 16th December, 1982.

FINANCE

Source and Application of Funds

Statement of Receipts and Payments

Public Vehicle Fund

Payments from Public Vehicle Fund

Notes to and Forming Part of Accounts

DEPARTMENT OF MOTOR TRANSPORT

SOURCE AND APPLICATION OF FUNDS FOR YEAR ENDED 30TH JUNE, 1983

1 9 8 2			1 9 8 3	
\$	\$		\$	\$
		<u>FUNDS WERE PROVIDED BY -</u>		
		Motor Vehicle Taxation (Net) on -		
227,224,509		(a) Motor Vehicles, other than public motor vehicles in the Metropolitan, Wollongong and Newcastle Transport Districts (Special Deposits Account No. 1170).	264,903,389	
1,923,969	229,148,478	(b) Public Motor Vehicles in the Metropolitan Wollongong and Newcastle Transport Districts (Special Deposits Account No. 1330 - Public Vehicles Fund).	2,249,604	267,152,993
	347,355,037	Insurance Premiums (Net) for Government Insurance Office of N.S.W. under Motor Vehicles (Third Party Insurance) Act.	386,892,915	386,892,915
	69,918,282	Ad-valorem Stamp Duty (Net) on motor vehicle registrations under Stamp Duties Act (Special Deposits Account No. 722)		70,066,918
		Collections in respect of the Road Transport and Traffic Fund:-		
78,090,358		(a) Fees for motor vehicle registrations, driver and rider licences and miscellaneous collections under the Motor Traffic Act, 1909 and the Transport Act, 1930 (Net)	104,110,776	
1,136,217		(b) Licence and permit charges under the State Transport (Co-ordination) Act.	1,921,509	
2,125,888		(c) Fees and charges under the Motor Vehicles Taxation Management Act, Air Transport Act, Transfer of Public Vehicles (Taxation) Act, Tow-Truck Act, Motor Vehicle Driving Instructors Act, and other miscellaneous collections	3,373,845	
43,083		(d) Contributions by Local Governments for parking meter supervision	1,197,291	
-		(e) Sale of personalised number plates	1,393,417	
710,279	82,105,825	(f) Contribution towards cost of collection of Ad-valorem Stamp Duty	766,025	112,762,863
	3,439,631	Three year driver and rider licences (Road Transport and Traffic Advance Payments Account)		4,381,152
	80,007	Service Licence Fees for all motor omnibus services in the Metropolitan Wollongong and Newcastle Transport Districts (Public Vehicles Fund)		71,010
		Collections in respect of the Traffic Accident Research Unit Account:-		
1,261,545		(a) Sale of personalised number plates	-	
22,863		(b) Grant by Commonwealth for planning and research	-	
506	1,284,914	(c) Services provided	-	

	733,332,174	TOTAL RECEIPTS	-	841,327,851
6,331,108		Undistributed Balances from previous years		
450,228		Road Transport and Traffic Advance Payment Account	5,535,257	
377,207		Traffic Accident Research Unit Account	-	
39,665		Public Vehicles Fund	386,199	
4,200,816	11,399,024	State Transport (Co-ordination) Fund	-	
		Third Party Insurance Collections Suspense Account	5,864,724	11,786,180
	744,731,198			853,114,031
		<u>FUNDS WERE APPLIED TO :-</u>		
43,241,695		Costs of Administration - Department of Motor Transport -	46,079,297	
1,379,394		Salaries and Wages	2,410,112	
14,466,730	59,087,819	Purchase of Assets	15,604,815	64,094,224
		Other Goods and Services		
	20,663,000	Payments to Traffic Facilities Fund		13,675,000
	750,000	Payments towards cost of Ambulance Services		750,000
	11,676,425	Payments towards cost of Police Traffic Services		44,496,208
	1,735,143	Payments for Traffic Accident Research		-
227,224,509		Payments to Road Authorities -	264,903,389	
1,454,984	228,679,493	Department of Main Roads	1,642,973	266,546,362
		Councils, Shires and other Authorities (Omnibus Routes)		
345,691,129		Collections received for and transmitted to -	386,831,369	
5,256,273	340,434,856	Government Insurance Office	5,884,865	380,946,504
		Less Commission		
	69,918,282	Stamp Duties Office		70,066,918
	732,945,018	TOTAL PAYMENTS		840,575,216
5,535,257		Undistributed Balances for current year -		
386,199		Road Transport and Traffic Advance payments Account	6,138,706	
5,864,724	11,786,180	Public Vehicles Fund	473,840	
		Third Party Insurance Collections Suspense Account	5,926,269	12,538,815
	744,731,198			853,114,031


P.A. BALDING,
EXECUTIVE ACCOUNTANT.

DEPARTMENT OF MOTOR TRANSPORT
ROAD TRANSPORT AND TRAFFIC FUND

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30TH JUNE, 1983

1982	Receipts	1983	1982	Payments	1983
\$	<u>STATUTORY FEES AND CHARGES</u>	\$	\$	<u>ADMINISTRATIVE COSTS</u>	\$
81,833,980	Motor Traffic Act, 1909	107,197,421	42,958,966	Salaries, Wages and Allowances	46,079,297
572,115	Transport Act, 1930	823,310	2,402,604	Payroll Tax	2,669,159
156,884	Motor Vehicles Taxation Management Act, 1949	287,646	37,753	Travelling Concessions to Employees	37,370
1,175,882	State Transport (Co-ordination) Act, 1931	1,921,509	1,215,467	Travelling Expenses	1,080,624
3,295	Air Transport Act, 1964	7,355	282,729	Workers' Compensation Settlements	86,194
28,352	Motor Vehicle Driving Instructors Act, 1961	34,716	981,654	Superannuation Fund Subsidies	1,006,130
628,959	Transfer of Public Vehicles (Taxation) Act, 1969	745,136	40,000	Audit Fees	65,000
66,192	Tow Truck Act, 1967	86,358	2,023,346	Postage	2,303,740
84,465,659		111,103,451	391,401	Telephone Telex Charges	515,348
80,255	<u>Less Refunds</u>	132,252	1,639,516	Printing, Stationery, Office Stores	1,531,867
84,385,404		110,771,199	72,431	Advertising and Promotions	20,917
	<u>CONTRIBUTIONS BY OTHER STATUTORY AUTHORITIES</u>		488,900	Data Processing Rentals	342,391
5,256,273	Commission on Insurance Premiums Collected - Government Insurance Office	5,884,865	110,568	Office Rent	134,397
710,279	Contribution towards cost of Ad-Valorem Stamp Duty - Stamp Duty Office	766,025	466,614	Heat Light and Power	599,420
43,083	Councils contribution towards cost of Parking Meter Supervision	1,197,291	125,000	Interest, Exchange and Sinking Fund Allocations	136,030
			263,752	Cash Security Services	372,302
			471,822	Maintenance of Motor Vehicles	517,291
			499,536	Maintenance of Office Equipment	723,522
			1,359,038	Maintenance of Building and Equipment	1,430,429
			150,923	Motor Vehicle Registration Labels	169,247


21,055	Commonwealth Government - Contribution towards cost of Planning and Research Programme	-	995,826	Motor Vehicle Number Plates	1,131,923
			576,446	General Expenses	716,513
			139,133	Repayment of Treasury Advance	-
6,030,690		7,848,181	57,693,425		61,669,111
	<u>OTHER INCOME</u>			<u>PURCHASE OF ASSETS</u>	
205,996	Lease of custom-made number plates	291,252	267,153	Land	-
-	Sale of personalised number plates	1,393,417	581,137	Buildings	1,368,778
34,346	Authorised Inspection Stations	52,077	122,740	Motor Vehicles	202,545
-	Heavy Vehicle Inspection Stations	74,050	98,989	Office Furniture and Fittings	132,648
			309,376	Machines and Equipment	706,141
372,025	Search Fees	778,149	1,379,395		2,410,112
33,571	Unclaimed Moneys	53,603		<u>STATUTORY PAYMENTS</u>	
-	Sale of real estate	179,000	20,138,000	Payments to Traffic Facilities Fund	13,100,000
575,213	Miscellaneous	784,503	750,000	Payments towards cost of Ambulance Services	750,000
			11,676,425	Amount recouped to Consolidated Fund for Police Services in respect of supervision of traffic	44,496,208
1,221,151		3,606,051	32,564,425		58,346,208
91,637,245	TOTAL RECEIPTS	122,425,431	91,637,245	TOTAL PAYMENTS	122,425,431
	Trust Moneys -			Trust Moneys -	
264,172	Security Deposits brought forward	296,564	62,616	Security Deposits Refunded	122,839
95,008	Security Deposits lodged during year	144,540	296,564	Security Deposits Carried forward	318,265
91,996,425		122,866,535	91,996,425		122,866,535


P.A. BALDING
EXECUTIVE ACCOUNTANT

DEPARTMENT OF MOTOR TRANSPORT
PUBLIC VEHICLES FUND (SPECIAL DEPOSITS ACCOUNT NO. 1330)

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30TH JUNE, 1983

1982	RECEIPTS	1983	1982	PAYMENTS	1983
\$		\$	\$		\$
377,207	Balance brought forward	386,199		Distribution to Municipalities, Shires and other Authorities of Omnibus Tax -	
	Omnibus Tax:-				
1,195,661	Metropolitan	1,407,272	1,143,688	Metropolitan	1,366,525
133,418	Newcastle	168,771	131,264	Newcastle	161,836
63,358	Wollongong	79,545	63,371	Wollongong	74,159
	Other Public Vehicle Tax in Metropolitan, Newcastle and Wollongong Transport Districts		525,000	Payment to Traffic Facilities Fund	575,000
531,532		594,015	15,000	Payment of supervision of taxi-cab ranks	15,000
	Service Licence Fees:-			Distribution of Service Licence Fees:-	
70,534	Metropolitan	64,679	102,419	Metropolitan	36,203
5,146	Newcastle	5,471	6,433	Newcastle	3,350
4,327	Wollongong	861	7,809	Wollongong	900
2,003,976	TOTAL RECEIPTS	2,320,614	1,994,984	TOTAL PAYMENTS	2,232,973
				Balances carried forward:-	
				Omnibus Tax:-	
			315,365	Metropolitan	356,112
			26,156	Newcastle	33,092
			15,043	Wollongong	20,430
			14,744	Other Public Vehicle Tax	18,759
				Service Licence Fees:-	
			13,640	Metropolitan	42,116
			1,101	Newcastle	3,220
			150	Wollongong	111
2,381,183		2,706,813	2,381,183		2,706,813


 P.A. BALDING,
 EXECUTIVE ACCOUNTANT.

PAYMENTS FROM PUBLIC VEHICLES FUND FOR THE YEAR ENDED 30TH JUNE, 1983

- to Councils and other Authorities required to maintain roads used by bus services
- in reduction of the capital debt of the Urban Transit Authority (Bus Division) services

METROPOLITAN TRANSPORT DISTRICT -	1982	1983
COUNCILS -	\$	\$
Ashfield	23,262	28,133
Auburn	17,762	21,480
Bankstown	66,957	80,977
Baulkham Hills	9,314	11,264
Blacktown	55,870	67,550
Botany	6,240	7,548
Burwood	20,261	24,504
* Camden	2,699	3,265
Campbelltown	14,587	17,642
Canterbury	53,721	64,971
Concord	14,588	17,643
Drummoyne	13,087	15,828
Fairfield	39,652	47,955
Holroyd	27,926	33,775
Hornsby	20,681	25,012
Hunters Hill	3,602	4,357
Hurstville	22,362	27,046
Kogarah	15,826	19,140
Ku-ring-gai	19,590	23,694
Lane Cove	7,835	9,474
Leichhardt	33,479	40,489
Liverpool	35,381	42,791
Manly	11,518	13,929
Marrickville	28,546	34,524
Mosman	9,417	11,389
North Sydney	22,190	26,837
Parramatta	37,188	44,975
Penrith	15,387	18,609
Randwick	68,090	82,320
Rockdale	33,465	40,471
Ryde	25,032	30,273
Strathfield	13,652	16,512
Sutherland	26,630	32,206
Sydney	232,240	256,959
Warringah	25,772	31,169
Waverley	41,361	30,863
Willoughby	34,817	42,107
Windsor	2,133	2,581
* Wollondilly	724	876
Woollahra	40,221	31,270
AUTHORITIES -		
Health Commission (Lidcombe Hospital)	753	911
Necropolis Trustees (Rookwood)	1,080	1,307
Capital Debt Reduction	1,194,898	1,384,626
	51,210	18,102
TOTAL - METROPOLITAN	1,246,108	1,402,728
NEWCASTLE AND DISTRICT TRANSPORT DISTRICT -		
COUNCILS -		
Newcastle	91,127	110,801
Lake Macquarie	27,381	33,291
* Port Stephens	13,959	16,972
* Great Lakes	826	1,004
* Maitland	1,160	1,410
* Wyong	27	33
Capital Debt Reduction	134,480	163,511
	3,216	1,675
TOTAL - NEWCASTLE	137,696	165,186
WOLLONGONG TRANSPORT DISTRICT - (Note 3)		
COUNCILS -		
Wollongong	62,954	66,384
* Shellharbour	7,391	7,794
* Campbelltown	122	129
* Kiama	713	752
TOTAL - WOLLONGONG	71,180	75,059
COMBINED GRAND TOTAL	1,454,984	1,642,973

NOTES - 1. The amount each Council or Authority receives reflects the number and weight of the buses and the amount of time-tabled running.

2. The amount applied as "Capital Debt Reductions" is half of the service licence fees for the services in the respective Transport Districts.

3. No provision has been made for capital debt reduction as the Urban Transit Authority bus services do not operate in the Wollongong Transport District.

4. Councils Denoted (*) although are not within the Transport Districts under which they are listed, share in the payment because buses registered in those districts operate on their roads.

NOTES TO AND FORMING PART OF THE ACCOUNTS

The Financial statements have been reported in amounts rounded to the nearest dollar. Comparative figures for the previous financial year are shown on the left side of each statement.

1. (a) **STATEMENT OF PRINCIPAL ACCOUNTING POLICIES**

The accounting policies followed in preparing the Department's financial statements are described in these notes.

The statements have been prepared having regard to accounting standards jointly promulgated by the Australian Society of Accountants and the Institute of Chartered Accountants in Australia.

The Department has adopted, where practicable, the guidelines issued by the Working Party on Public Sector Accounting and Reporting Standards.

(b) **ACCOUNTING BASIS**

- (i) The financial statements have been prepared on a cash receipts and payments basis and do not include amounts owed to or by the Department of Motor Transport.
- (ii) The Department is required to keep proper accounts and records of its transactions and affairs in accordance with present Government accounting conventions.
- (iii) The statements have been prepared on the basis of historical cost and do not purport to disclose current values.
- (iv) No Provisions or Reserves have been created.

2. **EMPLOYEE BENEFITS**

(i) **Superannuation**

The Department's liability to employee superannuation is primarily met by way of payments to the respective funds, on the retirement of employees.

No provision has been made in the accounts for any deferred liability in respect of the employers contribution.

In addition, an annual commitment exists in respect of each superannuation fund covering Departmental employees. The commitment, as at 30th June, 1983 is estimated as:—

A.	New South Wales Retirement Board, in respect of the N.S.W. Retirement Fund and the Transport Retirement Fund	\$ 100,000
B.	Railway Services Superannuation Fund	\$ 64,000
C.	State Superannuation Fund	\$ 57,000
		<hr/>
		<u>\$ 221,000</u>

A contingent liability exists in respect of employees' accrued superannuation entitlements, namely —

- (a) Gratuities under Section 132A of the Transport Act, 1930.
- (b) Employer's Subsidy to the N.S.W. Retirement Fund in respect of Lump Sum Payments on retirements.
- (c) Employer's Subsidy to the State Superannuation Board in regards to retirees.

(ii) **Long Service Leave**

The Department does not maintain any provision in its accounts to meet its liability to staff for Long Service Leave. The cost of Long Service Leave is met as it emerges.

As at 30th June, 1983 the estimated liability in respect of Long Service Leave entitlements stood at \$14,025,000.

(iii) **Recreation Leave**

During the year the Department adopted a policy whereby staff were allowed to take leave progressively throughout the year.

Permanent relief staff are provided in most work areas and staff are normally not permitted to carry forward excessive leave credits.

No liability for untaken recreation leave is included in the Department's accounts.

As at 30th June, 1983 the estimated liability in respect of recreation leave entitlements stood at \$4,135,000.

(iv) **Sick Leave**

The cost of sick leave is met as it emerges and as benefits lapse with termination of employment, no provision is made in the accounts for any outstanding liability.

3. **STORES AND MATERIALS**

Stores and Materials are generally valued at the latest acquisition cost —

The Department's annual stocktake resulted in the following assessments —

Stores

— General Stores	\$ 299,442
— Printing and Stationery	\$ 147,611
— Registration Number Plates and Labels	\$ 87,843

Materials

— Electrical	\$ 35,195
— Building	\$ 64,098

\$ 634,189

4. **FIXED ASSETS**

Provision is made in the Department's Estimates each year for the purchase of assets. Until recently however, fully documented records of assets were maintained. Depreciation has not been provided for in the Accounts.

As a result of the above, the following values have been assessed —

	At cost	Current Assessed Value
	\$	\$
Land and Buildings		
— Head Office Building Complex	4,247,735	6,500,000
— Other Departmental Properties	16,141,154	19,397,500
Motor Vehicles	1,651,454	1,383,600

5. **CASH ON HAND AND AT BANK**

All cash collected by the Department is remitted to the N.S.W. Treasury. Balances as at 30th June, 1983 were —

Cash at Bank	\$ 20,897,418
Advances and Floats	\$ 125,497
Cash in Transit	<u>\$ 162,202</u>
	<u>\$ 21,185,117</u>

6. **SUNDRY DEBTORS**

Bad debts are written off after all avenues have been exhausted to collect them.

Bad debts written off during the year totalled \$43,467.

A dissection of outstanding debts as at 30th June, 1983 is as follows —

(i)	Short Payments made in respect to the registration of motor vehicles	\$ 50,366
(ii)	Dishonoured Cheques relating to the Payment of Licences and Motor Vehicle Registrations	\$142,330
(iii)	Other Sundry Accounts	<u>\$ 11,938</u>
		<u>\$204,634</u>

7. **THE N.S.W. TREASURY**

An amount of \$1,139,223 is outstanding on a New South Wales Treasury advance of \$1,394,916 utilised for the purchase of the Department's head office complex.

8. **INSURANCES**

The Department generally carries its own insurance regarding Workers Compensation and Public Risk.

Any liability is met from funds provided for expenditure during the year.

9. **STATUTORY PAYMENTS**

(i) **Contribution towards Ambulance Services**

A payment of \$750,000 as a contribution towards the cost of ambulance services was made in terms of Section 202(2) (d5) of the Transport Act, 1930.

(ii) **Contribution towards the Traffic Facilities Fund**

Amounts of \$13,100,000 and \$575,000 were paid from the Road Transport and Traffic Fund and Public Vehicles Fund, respectively to the Traffic Facilities Fund in terms of Sections 202(2)(1) and 204(4) of the Transport Act, 1930.

(iii) **Contribution towards the cost of Police Traffic Services**

The funds available from the Road Transport and Traffic Fund were insufficient to allow the Department to meet the agreed cost of Police services for the supervision and control of road transport and traffic as provided under Section 202(2)(a) of the Transport Act, 1930. The agreed cost was \$58,700,000 of which \$44,496,208 could be paid. The deficit of \$14,203,792 brings the accumulated deficit in respect of Police services to \$175,814,585.

(iv) **Balance Standing to the Credit of the Road Transport and Traffic Fund**

There was no balance standing to the Credit of the Road Transport and Traffic Fund which, in terms of Section 23(b) of the Traffic Authority Act, 1976, could be paid to the Traffic Facilities Fund.

(v) **Distribution from the Public Vehicles Fund**


Distribution from the Public Vehicles Fund includes the balance available at the 31st March, plus 75% of the Government omnibus tax and service licence fees which are received in June each year. No administrative costs are charged to the Fund.

10. **AUDITORS RENUMERATION**

Fees paid to the Auditor General of N.S.W. in 1982/83 amounted to \$65,000.

11. **SUPPLY OF GOODS AND SERVICES TO GOVERNMENT AUTHORITIES**

The Department of Motor Transport provides some staff and office accommodation for the Traffic Authority of New South Wales. Salaries and other administrative costs are recovered from the Traffic Facilities Fund.

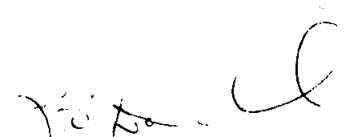

P.A. BALDING,
EXECUTIVE ACCOUNTANT

AUDITOR'S REPORT

The accounts of the Road Transport and Traffic Fund and the Public Vehicles Fund have been audited as required by Section 208(1) of the Transport Act, 1930.

In my opinion the accompanying statements of receipt and payments and the aggregate funds statement, read in conjunction with the notes thereto, give a true and fair view of transactions for the year ended 30th June, 1983.

SYDNEY, 16th November, 1983.


AUDITOR-GENERAL
OF NEW SOUTH WALES

MOTOR VEHICLE REGISTRATIONS

Under the Motor Traffic Act, all motor vehicles, except certain exempt classes, must be registered. Other laws require that before registration can be completed, motor vehicle tax and stamp duty (where applicable) must be paid and third party (bodily injury) insurance must be effected.

During the report year 247,247 new motor vehicles were registered. This was a decrease of 34,098 on the previous year.

The number of motor vehicles registered as at 30th June, 1983 was 3,351,200, an increase of 61,728 over the figure as at the same date of the previous year and included —

Cars	1,793,021
Lorries (including vans, trailers, plant)	1,410,897
Motor Cycles	134,247

Metropolitan, Newcastle and Wollongong

— Taxis	3,882
— Buses	3,560
— Hire Cars	250

Country

— Taxis	907
— Buses	3,098
— Hire Cars	84
— Service Vehicles	3

Tourist Vehicles	124
Other public vehicles (including school buses and wedding cars)	1,127

There were 3,911 sets of Traders' Plates in issue at the end of the year, 156 less than previously.

The Department has taken firm action in border areas of the State to stop the registration in Queensland, Victoria and South Australia of motor vehicles owned by residents of New South Wales and also to ensure that these residents are the holders of New South Wales drivers' licences. Police prosecuted several N.S.W. residents for driving or operating unregistered vehicles and courts handed down substantial penalties.

An indication of the results gained from the action taken was the dramatic increase in the total number of original registrations effected, in the first few months of the campaign, at motor registries in the vicinity of the State's borders, when compared to the figures of the previous year. Continuing action will ensure that a similar situation will not arise.

The personalised number plate scheme remained popular with motorists during the year and with 28,054 sets of plates issued, revenue derived was \$1,393,417. This scheme provides motorists with an opportunity to select number plates with a particular combination of letters and, if they are available, sequence of numerals, for a once only payment of \$50.00. Selection can be made from two letter combinations in the black and white series and three letter combinations in the yellow and black series.

Motorists also have the opportunity of obtaining custom-made number plates comprising any combination of up to six characters, other than all numeral or other plates which are routinely issued. An annual fee of \$180.00 is payable for each pair of plates and at the end of the report year 2,280 sets of plates were in issue and revenue derived from the scheme totalled \$291,262.

The Department of Motor Transport is advised by the State Pollution Control Commission, which administers the Clean Air Act and Regulations, of any notice of suspension of a registration served on a vehicle owner; and of the prohibition of the registration of a particular motor vehicle or class of motor vehicle. During the report year the Department was advised of the suspension of the registrations of 32 vehicles. Of these suspensions, 18 remained at the end of the report year.

MOTOR VEHICLE REGISTRATIONS

THIRD PARTY INSURANCE

Compulsory Third Party (Bodily Injury) Insurance required under the Motor Vehicles (Third Party Insurance) Act is to insure an owner or driver against liability in respect of death or bodily injury to any third party arising out of the negligent use of a motor vehicle. It must be effected with an insurer authorised under the Act, but corresponding cover issued in the home States of owners is valid as regards vehicles visiting New South Wales from other parts of Australia.

On 30th June, 1983 there were two authorised insurers — the Government Insurance Office of N.S.W. and National Roads and Motorists Association Insurance Ltd.

The Government Insurance Office of N.S.W. continued to conduct by far the greater proportion of compulsory third party insurance, in excess of 98%, the premiums for which are almost invariably paid to this Department at the same time as other amounts due for vehicle registration. Collections this year on behalf of the Government Insurance Office increased to \$386,892,915.

Maximum premium rates for the various types of vehicles are prescribed by the Motor Vehicles (Third Party Insurance) Act and are indexed in line with the All Groups Consumer Price Index for Sydney. In accordance with the Act, premium rates were varied by 12.9% on 1st January, 1983 to correspond with the increase in the Index during the year ended 30th September, 1982.

A separate third party (bodily injury) insurance premium classification for station wagons has been introduced.

MOTOR VEHICLE CONSTRUCTION AND EQUIPMENT

The Motor Traffic Regulations set out standards for the design and construction of motor vehicles and require that all registered vehicles be maintained in roadworthy condition. The aim is to minimise the effects of vehicle design factors on traffic safety and quality of the environment.

Departmental policies require regular inspections of vehicles in use on public streets, the examination of those about to be registered for such use and the enforced repair of vehicles found to be defective. These policies are implemented by skilled motor vehicle inspectors employed by the Department and a State-wide network of privately owned Authorised Inspection Stations.

PUBLIC PASSENGER-CARRYING VEHICLES

Public passenger-carrying vehicles (private operators' buses, taxis and hire cars) are inspected by the Department and are checked more frequently than vehicles used for private purposes. Generally, all public passenger-carrying vehicles throughout the State are examined at least twice each year. However, public vehicles in the Sydney, Newcastle and Wollongong Transport Districts are examined more frequently than those outside these Districts. During 1982/83 the administration of private bus inspections was re-organised and the effectiveness of this activity was much improved. As a result of this action, a number of operators with large fleets of buses have been encouraged to review and update their maintenance and repair programmes.

PRIVATE VEHICLES

To facilitate registration procedures, the manufacturers and distributors of light commercial vehicles, motor cycles and trailers are encouraged to submit vehicles representative of their range of new models for inspection at the Department's Head Office. As a result of these inspections, vehicle specifications are circulated to motor registries and new vehicle dealers. In this way the certification of fitness of new vehicles for registration can be made without taking the vehicles to a motor registry. This arrangement is State-wide and is cost-saving for the Department and the motor trade without concessions being made to safety. During the report year this new vehicle inspection scheme was expanded and refined and, with the co-operation of the automotive industry, the Department improved its ability to provide motor dealers and motor registries with vehicle registration data prior to release of new models.

AUTHORISED INSPECTION STATION SCHEME

Authorised Inspection Stations have been appointed in all parts of the State to carry out inspections of motor vehicles. The great majority of inspections are the annual roadworthiness checks of private vehicles for renewal of registration. Another important area concerns certain second-hand vehicles which, under Consumer Affairs legislation, before being offered for sale, must be inspected at Authorised Inspection Stations. Some stations in remote areas are also involved in the clearance of defect notices and the inspection of vehicles for original registration.

At the end of the report year there were 5,569 Authorised Inspection Stations and 11,402 Authorised Examiners. About 3,000,000 vehicles were inspected through the scheme. Regular checks are made on the operation of Authorised Inspection Stations to ensure that, as far as practicable, defective vehicles are not passed as fit. The Department employs 34 Motor Vehicle Inspectors in this work and they also attend to the appointment of stations and examiners and give advice to station personnel on any problems that might arise.

Reports of laxity or departure from proper standards by Authorised Inspection Station proprietors or examiners are considered by a Committee of Review which comprises delegates of the Motor Traders' Association of New South Wales, the Service Stations Association of New South Wales and the Institute of Automotive Mechanical Engineers, and is currently chaired by the Department's Chief Inspector of Motor Vehicles. During the year the Committee dealt with 167 such reports. Subsequently 99 Authorised Inspection Stations and 85 examiners were disqualified or suspended from the scheme.

In 119 other cases stations' security bonds were forfeited and 131 less serious cases were dealt with by the issue of warnings to 33 proprietors and 98 examiners. The Motor Traffic Regulations provide for appeals to Courts of Petty Sessions against decisions to refuse, cancel or suspend Authorised Inspection Station authorities and during the report year 14 such cases were heard. In 8 cases the decisions were confirmed; in 1 case the period of suspension was varied; in 5 cases the appeals were upheld.

MOTOR VEHICLE CONSTRUCTION AND EQUIPMENT

DEFECTIVE VEHICLES IN SERVICE

Police Officers and authorised officers of the Department of Motor Transport often issue notices to enforce the repair of vehicles being used in a defective condition on public streets. Serious faults, such as in brakes or steering, usually result in the issue of notices which immediately prohibit any further use of the vehicles. Vehicles having less serious defects are permitted to continue in use provided that the repairs are effected within a nominated time. In either case, vehicles must be submitted after repair to motor registries for clearance of notices.

Where a Defect Notice is issued for a serious fault, an adhesive label is attached to the windscreen of the defective vehicle. It is an offence for any person other than a member of the Police Force or an authorised officer of the Department to obliterate or interfere with the label.

The total number of defect notices issued during the review year was 37,878 compared with 29,871 in the previous year.

INSPECTION OF LIQUEFIED PETROLEUM GAS (LPG) POWERED VEHICLES

During 1982/83 the Department introduced new inspection procedures for LPG fuelled vehicles. Under this scheme, all newly converted vehicles are inspected by the Department and annual inspections of LPG systems are made before each renewal of registration. Inspections by specially sanctioned Authorised Inspection Stations commenced on 2nd May, 1983.

As part of the LPG inspection scheme, all of the Department's Motor Vehicle Inspectors attended a comprehensive course of instruction covering all aspects of LPG vehicles. Authorised examiners from the sanctioned Authorised Inspection Stations attended courses conducted by the Department.

HEAVY VEHICLE INSPECTIONS

For some time, the N.S.W. Government has been concerned about the poor standard of roadworthiness of heavy vehicles, it having become apparent that the Authorised Inspection Station Scheme was not adequate to deal with the complex systems of these vehicles. Consequently, a pilot scheme for the inspection of heavy vehicles by Motor Vehicle Inspectors of the Department was commenced in the South Eastern Region of the State. Vehicles included in the scheme were trucks with an unladen mass of 5 tonnes or more, trailers with an unladen mass of 2.5 tonnes or more and all prime movers.

These inspections were conducted in conjunction with routine inspections of public passenger vehicles in the Region. Teams of Motor Vehicle Inspectors operate to an itinerary in the area and vehicle owners take their vehicles to pre-arranged inspection sites in selected towns. Fleets of vehicles are inspected at owners' depots if facilities are adequate.

During the report year, 2,795 heavy vehicles and public passenger vehicles were inspected. Of these 1,294 (46%) were found to be defective including 100 (4%) with major defects. Almost 90% of inspections were arranged satisfactorily through the "toll-free" telephone booking service which operates from the Department's Head Office.

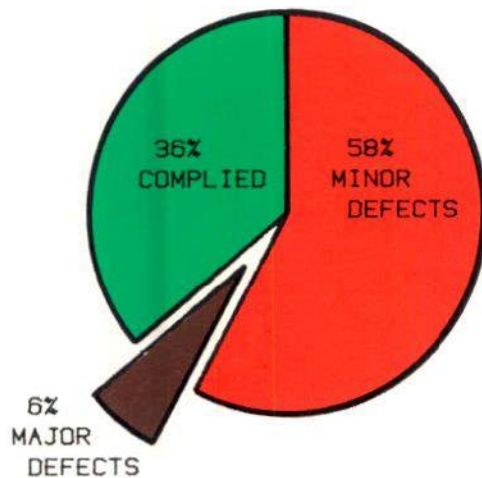
The results of the first half year of the Heavy Vehicle Inspection Scheme showed a distinct improvement in heavy vehicle roadworthiness over the previous arrangements and at the end of the report year, a proposal was under consideration by the Government to extend the programme to the remainder of the State.

The Mobile Inspection Division continued to conduct random roadside inspections of heavy vehicles and pre-arranged inspection of vehicles throughout the State. During the report year a total of 13,973 vehicles were inspected. Of these 8,946 (64%) were found to be defective including 896 (6%) with major defects. Full details of the Division's work can be found in the report "Heavy Vehicle Inspection Results" published annually by the Department.

HEAVY VEHICLE INSPECTION RESULTS

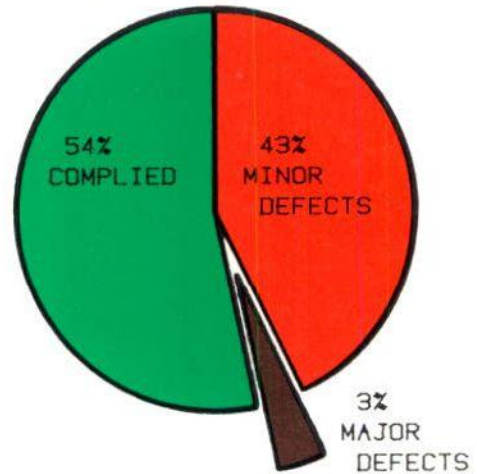
JULY 1982 - JUNE 1983

MOBILE INSPECTION TEAMS

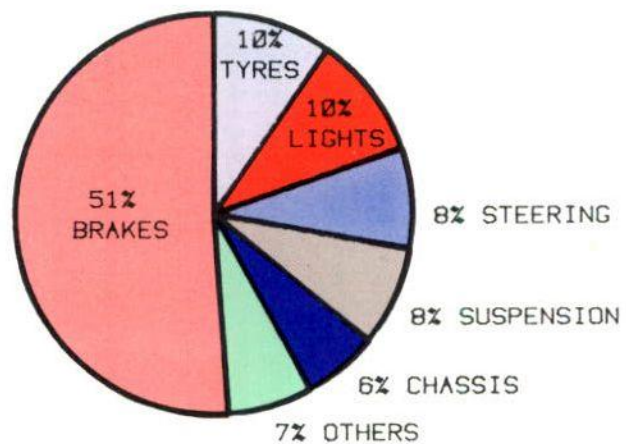


HEAVY VEHICLE INSPECTION SCHEME

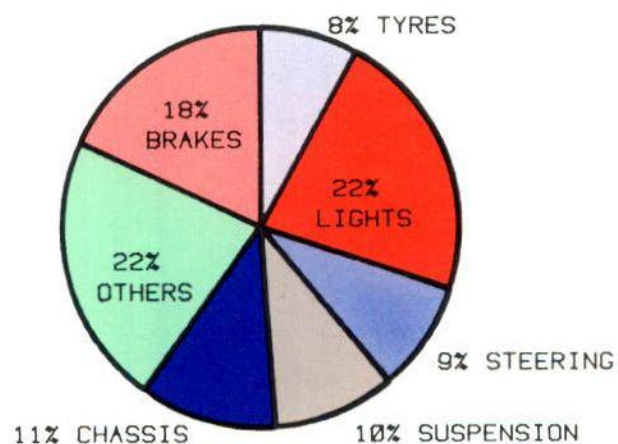
OVERALL RESULTS



MAJOR DEFECTS ALL INSPECTIONS



MINOR DEFECTS ALL INSPECTIONS



MOTOR VEHICLE CONSTRUCTION AND EQUIPMENT

POLICY DEVELOPMENTS

In addition to vehicle inspection activities, the Department also examines and provides advice to the N.S.W. Government about a variety of technical issues. Prominent issues in 1982/83 included:-

- Safety standards for liquid petroleum gas fuel systems.
- Concessional design standards for personal and low volume imports of motor vehicles.
- Minimum standards for window tinting.
- Protection of taxi drivers.

At a national level, the Department's senior engineering personnel participate in the work of the various committees which advise the Australian Transport Advisory Council on design and construction of motor vehicles. Matters dealt with in this area included:-

- Standards for motor vehicle spare parts.
- The adequacy of recall procedures for faulty motor vehicles.
- Improvement of braking standards for articulated motor vehicles and trailers.
- Installation of seat belts in small buses.
- Development of noise and exhaust emission standards.
- Retractable seat belts in rear seats of cars.

Where a safety-related design or manufacturing fault is found to occur with excessive frequency in vehicles of a particular model, the manufacturer should recall all similar vehicles in accordance with a voluntary code of practice prepared by the Federal Chamber of Automotive Industries (FCAI). During 1981 and 1982, a number of cases arose where serious defects were detected, but manufacturers did not initiate recall campaigns. In some cases, the Department had to intercede to protect owners. This led to a national review of recall campaign requirements being initiated by the N.S.W. Minister for Transport and the endorsement by the Australian Transport Advisory Council of a new code which provides for arbitration procedures to rectify safety related defects. Provision was also made for the guidelines to be applied to all vehicle manufacturers whether or not they are FCAI members.

Taxi-cabs operating in the Transport Districts are required to be equipped with radio alarm systems and boot-lid lock releases. These devices are designed to protect drivers in the event of attack. The Department continues to approve designs of such devices and to oversee the installation of approved devices. In addition, sections of the taxi industry have expressed interest in fitting protective barriers in the passenger compartments of taxi-cabs. Whilst the use of these screens is not mandatory, to assist vehicle owners in this regard the Department has issued a specification outlining the vehicle safety factors applicable for these barriers.

TECHNICAL INFORMATION

The Department provides a wide variety of technical literature for vehicle owners and, during the year, 67 information and specification sheets were published. These publications are freely available to members of the public. The publication "Rules for Authorised Inspection Stations" and a range of bulletins are distributed to all participants in the AIS scheme. A telephone advisory service is also available at the Department's Head Office.

PASSENGER AND GOODS CARRYING SERVICES

Passenger and goods carrying services are licensed under two Acts — the Transport Act and the State Transport (Co-ordination) Act.

A licence under the State Transport (Co-ordination) Act is necessary for a motor vehicle to be used for the conveyance of goods in New South Wales. The issue of such a licence confers a general authority to convey goods of any nature throughout the State. A permit may, in certain circumstances, be issued to authorise the conveyance of passengers in a goods motor vehicle.

Under the Transport Act, three Transport Districts (Metropolitan, Newcastle and Wollongong) have been designated as areas in which public passenger services are subject to the Transport Act and the Transport (Public Vehicles) Regulations, in addition to the Motor Traffic Act and the State Transport (Co-ordination) Act which apply throughout the State.

Vehicles operated in commercial road transport services are licensed as buses, taxi-cabs, private hire cars, tourist vehicles, service vehicles and goods vehicles according to use. The conditions of licences reflect a general policy but also, particularly for passenger carrying vehicles, are varied to suit individual circumstances. This policy is designed to rationalise passenger services and to reduce or eliminate competition between them. Goods vehicles are not restricted concerning competition or area of operation.

As well as the general traffic laws under the Motor Traffic Act and Regulations, several other requirements, such as weight limitations and maximum periods of driving, apply to commercial road transport operators.

Interstate trade vehicles operated in the course and for the purpose of interstate trade are not subject to licensing but must be registered and comply with normal standards of roadworthiness. Their drivers must be licensed and observe the same safe driving requirements as other drivers.

BUS SERVICES

In addition to the licences for buses themselves, service licences are required for the operation of bus services by private operators in the three Transport Districts.

Service licence fees are determined individually according to the return to the operator, the nature of the service, its effect (if any) on Urban Transport Authority transport operations and the total seating capacity of the fleet. The legal maximum is \$8.00 per seat of the total seating capacity, but in the report year, and for many years, this maximum has not been applied. The total of such fees for private bus services amounted to \$38,011, the fees for the individual services varying from \$19.00 to \$1,173. Service licence fees for Urban Transit Authority transport operations were \$30,000 (Metropolitan) and \$3,000 (Newcastle).

Motor vehicle tax payable on registration of buses is levied at special "bus" rates prescribed by the Motor Vehicles (Taxation) Act. Receipts from bus tax, details of which appear in the financial pages, totalled \$1,655,588 compared with last year's figure of \$1,392,437 and is applied to the maintenance of bus routes.

Although legally obliged only to pay service licence fees (and not registration fees or motor vehicle tax) the Urban Transit Authority, as a matter of Government policy, has contributed amounts calculated (and subsequently distributed) on the same basis as motor vehicle weight tax paid by private bus operators. Contributions this year totalled \$720,983.

Most of the revenue derived from these sources is distributed on a proportional basis to authorities, mainly Councils, responsible for the maintenance of the roads used by buses. The basis of distribution and lists of individual amounts paid are contained in the financial pages.

A general fare increase was applied to privately operated bus services from 13th September, 1982. The increase was designed to offset an increase of 13.73% in operational costs throughout the bus industry since the previous increase on 1st November, 1981. Proportional increases in the cost of weekly tickets were also authorised.

During the year, additional bus services were provided to new schools and newly developed areas. In some areas existing services were extended or diverted to achieve the required standard of service. One service was transferred and the number of operators was reduced by one.

PASSENGER AND GOODS CARRYING SERVICES

The Department, in association with the Department of Education, continued examining the most efficient methods of providing bus services to the various schools, having in mind the limitations on the funds available for this purpose.

In addition, in February, 1983, the Government appointed Mr. T.R. Russell to inquire into, report on and make recommendations concerning the efficient and economic operation of the School Pupil Conveyance Scheme. The report was presented to the Government on 31st May, 1983 and at the request of the Minister for Transport, the Department has been asked to comment on aspects which relate to its administration. At the close of the year arrangements were in hand for a Government Committee to examine the report and prepare a submission on its recommendations for Cabinet.

As a result of rationalisation programmes carried out in conjunction with the Urban Transit Authority, improved and expanded bus services were introduced into Parramatta and the Hills District and new route numbers were allocated to provide meaningful identification of individual services in both areas.

The Campbelltown-Ambervale bus service is the subject of a pilot scheme whereby taxi-cabs are authorised to operate on the service on Sundays. The taxis run to an approved timetable and appropriate bus fares are charged.

The introduction of random breath testing by the Government on 17th December, 1982 highlighted a need for additional public transport facilities where club or hotel patrons were concerned. To supplement regular bus and taxi services, the Department licensed special courtesy buses which are operated by some clubs and hotels to convey patrons, free of charge, to and from the establishments.

PRIVATE BUS STATISTICS AS AT 30TH JUNE

Metropolitan	Newcastle		Wollongong		Total
Operators					
1983	100	14	11		125
1982	101	14	11		126
Services					
1983	199	20	42		261
1982	199	20	42		261
Buses					
1983	1,527	142	150		1,819
1982	1,572	142	165		1,879

The financial pages contain details of the Public Vehicles Fund including revenue receipts, expenditure and distribution of amounts to Councils and other authorities required to maintain roads used by bus services.

PASSENGER AND GOODS CARRYING SERVICES

TAXI-CABS AND PRIVATE HIRE CARS

Taxi-cabs and private hire cars in the Transport Districts are subject to registration under the Transport Act as well as registration and licensing under the Motor Traffic and State Transport (Co-ordination) Acts, respectively.

Motor vehicles tax paid on taxi-cabs and private hire cars is paid into the Public Vehicles Fund and is applied towards the cost of improved traffic facilities.

The Taxi Advisory Council continued its functions during the year to ensure that services by taxi-cabs in the three Transport Districts were adequate to meet public needs.

Early in the year 16 licences to operate taxi-cabs were issued to cope with an indicated need. This issue depleted the Taxi-cab Drivers' Seniority Register.

Compilation of a new Seniority Register, from which future issues of licences to operate taxi-cabs will be issued, was commenced and was well advanced at the close of the review year.

Demands for additional transport facilities following the introduction of random breath testing resulted in approval being given for the issue of a further 40 licences. The situation called for the issue to be immediate and, with the Seniority Register being depleted, it was decided the most practical solution was to issue the licences to the various taxi-cab co-operatives throughout the Metropolitan area, on a caretaker basis. These licences will be withdrawn from the co-operatives and issued in order of seniority to eligible persons listed on the new register immediately it is completed. It is a condition of these 40 licences that the taxi-cabs be operated at least during the hours 5.00 pm to 3.00 am daily when it could be expected that people partaking of alcohol would require transport.

The Government-subsidised scheme for taxi-cab transport of the severely disabled was extended to the Blue Mountains area. Approval was given for a special-purpose taxi-cab, constructed and equipped for the conveyance of disabled persons in wheelchairs, to be registered and licensed in the name of Katoomba-Leura Cabs Co-operative Ltd.

An innovative scheme for the essential transportation of persons with financial, medical or physical problems was introduced at Blacktown through the use of the modified taxi-cab for the disabled. The service which is a development of community transport programmes, is provided by Western District Cabs Co-operative Ltd. and funded by the Department of Youth and Community Services.

On 8th October, 1982 the Transport (Public Vehicles) Regulations were amended to provide for increases in the charges for taxi-cabs operating in the Metropolitan, Newcastle and Wollongong Transport Districts. The rates were altered to 80 cents flag fall (including the first 100 metres of travel), 50 cents per kilometre, \$12.00 per hour waiting time, 60 cents radio booking charge and \$13.70 for the first hour and \$3.43 for each succeeding $\frac{1}{4}$ hour of a contracted hiring. Charges for the carriage of luggage were not changed.

PASSENGER AND GOODS CARRYING SERVICES

TAXI-CAB AND PRIVATE HIRE CAR STATISTICS AS AT 30TH JUNE

	Metropolitan		Newcastle		Wollongong	
	1983	1982	1983	1982	1983	1982
Taxi-cabs—						
*Unrestricted	2,457	2,455	133	133	—	—
Restricted	1,172	1,118	3	3	118	118
	3,629	3,573	136	136	118	118
Private Hire Cars	233	236	13	13	4	4
Total	3,862	3,809	149	149	122	122

*1983 Metropolitan figure includes two new licences issued for the operation of modified taxi-cabs for the carriage of disabled persons.

TOURIST SERVICES

New tourist vehicle licensing arrangements for the Sydney Metropolitan Area introduced on the recommendations of an Inter-Departmental Committee formed at the instigation of the Minister for Transport, are being implemented. There are now two classes of tourist vehicle licences —

UNRESTRICTED licences which allow for tours and charter hirings to commence from any place within the Sydney Metropolitan Transport District; and

RESTRICTED licences which prohibit operators from commencing journeys from within a defined inner city area.

The revised policy which opens up the tourist coach market, also establishes the principle of accountability for performance. In this regard, a Committee of Review, comprising representatives from the Department of Motor Transport, Urban Transit Authority, Department of Leisure, Sport and Tourism, Bus and Coach Association (N.S.W.) and the tourist industry (not being an operator) has been formed to consider matters relating to the tourist vehicle industry and make recommendations to the Commissioner for Motor Transport.

PASSENGER SERVICES — COUNTRY AREAS

Assent was given on 11th December, 1980 to the State Transport (Co-ordination) Amendment Act, 1980, and the Local Government (Public Vehicles) Amendment Act, 1980. The effect of the legislation, proclaimed on 1st November, 1982, places country public vehicles under the sole control of the Commissioner for Motor Transport instead of under the dual control of the Commissioner and local Councils.

At the end of the report year 2,676 regular passenger carrying services (including special school services operated under charter to the Department of Education) were operating on fixed routes in country districts. Vehicles used to provide these services included 3,290 buses and 508 other vehicles.

During the year fare increases were authorised for a number of services because of established increases in operating costs throughout the bus industry.

PASSENGER AND GOODS CARRYING SERVICES

Country taxi-cabs may ply for hire only within the Municipalities or, if in Shires, the towns or villages for which the licences are issued. A country private hire car may wait for hire only at the address or other specified stand mentioned in the licence. At the end of the report year there were 912 taxi-cabs and 89 private hire cars in service in country areas compared with 912 and 94, respectively, for the year ended 30th June, 1982.

At the end of the report year there were 54 tourist vehicles licensed in country districts for the carriage of passengers on sightseeing tours.

FERRY SERVICES

There are 12 privately owned ferries operating for the conveyance of passengers in the Port of Sydney which are required to be licensed under the State Transport (Co-ordination) Act.

The privately owned Newcastle-Stockton ferry service terminated operations in July, 1982. A satisfactory tender for continued operation of the service by private enterprise was not forthcoming and a State Government service, operated by the Urban Transit Authority, commenced operations in February, 1983.

AQUA TAXI-CABS

Three, eight seater aqua taxi-cabs are licensed for operation in the Port of Sydney for the conveyance of passengers at separate fares. The vessels are equipped with two-way radio to facilitate immediate response to telephone hirings.

AIR SERVICES

A licence under the Air Transport Act is required before an aircraft may be operated commercially for the carriage of passengers or goods on a flight which is wholly within New South Wales. This licence is additional to the authority an operator must obtain from the Commonwealth Department of Aviation. Regular air services in New South Wales are in two categories, one being those of full airline standard and operated over routes between Sydney and major country centres and the other, comprising those using smaller aircraft, over routes which, for a variety of reasons, are not provided with a service by the major intrastate airline operators.

The lattermentioned services, usually referred to as "commuter services", provide regular air travel facilities over an increasing number of routes within the State in the form of direct services to Sydney from country airports and as feeders to the major country centre airports.

Commuter operations are regarded as a worthwhile complement to main airline services, and it is the policy to grant licences where possible and to limit refusals to those proposals in which the effect on existing services would not be in the public interest.

The following commuter service arrangements were approved during the report year:—

- Sydney — Moruya
- Sydney — Nowra — (ceased 3rd June, 1983)
- Sydney — Tumut
- Narrandera — Wagga Wagga
- Sydney — Gosford and Sydney — Newcastle helicopter operations were combined
- Rose Bay incorporated into existing Palm Beach — Corlette, Port Stephens float-plane service

PASSENGER AND GOODS CARRYING SERVICES

As a result of a direct approach by the two companies involved, the New South Wales Air Licensing Advisory Committee considered a proposal that Wings Australia surrender its air routes to East Coast Airlines. The routes involved were:—

- Williamtown — Sydney
- Williamtown — Canberra — Albury
- Maitland — Sydney
- Cowra — Sydney
- Forbes — Sydney
- West Wyalong — Sydney
- Temora — Sydney
- Cootamundra — Sydney
- Young — Sydney

After careful consideration of all aspects of the matter it was considered that the proposed course of action would not only enable a smooth transfer of routes but would also ensure continuity of services to the various locations. The Minister approved, in March, 1983, of East Coast Airlines taking over the air services operated by Wings Australia.

REAL ESTATE AND PROPERTY DEVELOPMENT

The Department's policy of replacing inadequate motor registry premises with modern offices and acquiring land for future development within the limits of the funds available for capital works was continued throughout the year.

During the year a new building accomodating the Southern Regional Branch Office and District Motor Registry, Wagga Wagga was completed. It was opened on 12th November, 1982.

Work was commenced on a new motor registry at Hornsby under the supervision of the Department's consulting architects, Keers and Banks Pty. Ltd., and arrangements were made for it to be opened in September, 1983. Plans for a new motor registry at Tweed Heads were advanced and planning was in hand for construction of a new motor registry at Campbelltown to replace the present inadequate facilities. At Lidcombe and Beverly Hills Motor Registries alterations and additions to provide better service to the public, and to improve staff accommodation were started and planning was underway for alterations to Manly, Five Dock and Dubbo Motor Registries. At Singleton a cottage adjoining the registry was acquired and demolished to provide car parking facilities for the public.

At the Department's Head Office a number of alterations have been made to improve staff accomodation and efficiency in operations. The communications systems were updated with the installation of a new PABX switchboard and telephone enquiry system.

The lease of premises accommodating certain employees of the Traffic Authority of N.S.W. is to terminate. Tenders have been called by the Department's architects to extend the Traffic Accident Research Unit building to provide two additional levels of accommodation, for these employees.

The installation of exhaust ventilation systems in motor vehicle inspection pits at Head Office and Motor Registries at Liverpool, Five Dock, Kogarah, Parramatta, Fairfield, Manly, Wollongong, Ryde and Beverly Hills was completed and tenders called for venting at other sites.

Since making its first property investment, the Department has progressively added to its portfolio each year, building up a substantial and valuable holding. The Department is also involved in the leasing of properties.

PROPERTY PORTFOLIO AS AT 30TH JUNE, 1983

PROPERTY PORTFOLIO AS AT 30TH JUNE, 1983 MOTOR REGISTRIES — REGIONAL AND DISTRICT OFFICES.

PROPERTY	ADDRESS
Albury	Cnr. Hume and Macauley Streets
Armidale	167 Rusden Street
Bathurst	Cnr. Rankin and Durham Streets
Bega	Cnr. Hill and Peden Streets
Beverly Hills	Cnr. Cambridge Street and Stoney Creek Road
Blacktown	Cnr. Patrick and Alpha Streets
Broken Hill	Cnr. Blende and Iodide Streets
Cammeray	303 Miller Street
Campbelltown	Cnr. Sturt and Lindsay Streets
Casino	Cnr. Barker and Hickey Streets
Cessnock	Cnr. North Avenue and Darwin Street
Charlestown	Cnr. Pacific Highway and Frederick Street
Chullora	95-97 Hume Highway
Coffs Harbour	32-34 Gordon Street
Cooma	Cnr. Soho and Massie Streets
Cootamundra	Cnr. Cooper and Bourke Streets
Cowra	97 Brisbane Street
Deniliquin	346 Harrison Street
Dubbo	1 Church Street
Fairfield	32-36 Harris Street
Five Dock	Cnr. Ramsay Road and Henley Marine Drive
Forbes	Cnr. Farrand and Union Streets
Glen Innes	152 Wentworth Street
Gosford	Cnr. William and Albany Streets
Goulburn	Cnr. Lagoon and Sterne Streets
Grafton	15 King Street
Griffith	Cnr. Yambil and Wayeela Streets
Inverell	36-40 Campbell Street
Katoomba	30 Parke Street
Kempsey	22 Tozer Street
Kiama	64 Shoalhaven Street
Kogarah	60A Gray Street
Leeton	Cnr. Ash and Church Streets
Lidcombe	Cnr. Swete and Mills Streets
Lismore	Carrington Street
Lithgow	Cnr. Eskbank Street and Main Street Lane
Liverpool	357 Hume Highway
Maitland	2 St. Andrews Street
Manly	239 Pittwater Road
Miranda	Cnr. President Avenue and Miranda Road
Mittagong	97 Hume Highway
Moree	57 Balo Street
Mount Druitt	32 Luxford Street (Leased for 73 years from N.S.W. Planning and Environment Commission)
Mudgee	Cnr. Perry Street and Byron Place
Murwillumbah	142 Murwillumbah Street
Muswellbrook	Cnr. Hill and Bridge Streets
Narrabri	61 Maitland Street
Newcastle	130 Parry Street
Nowra	142 Junction Street
Orange	Cnr. Byng and McNamara Streets
Parkes	Cnr. Church and Currajong Streets
Parramatta	148-156 George Street
Penrith	Unit 1, "The Terraces", 12 Tindale Street
Queanbeyan	Farrer Place (Land dedicated by the Lands Department in 1964)
Raymond Terrace	53 William Street
Richmond	Cnr. Windsor and Bosworth Streets
Rosebery (Head Office Complex)	50-58 Rothschild Avenue
Ryde	Cnr. Blaxland and North Roads
Singleton	Cnr. Pitt and Bathurst Streets
Tamworth	Cnr. Peel and Hill Streets
Taree	Cnr. Albert and Pulteney Streets
Toronto	136 Cary Street
Tumut	Cnr. Richmond and Fitzroy Streets
Tweed Heads	Cnr. Pacific Highway and Pacific Lane
Wagga Wagga	2 Fox Street
Waitara	Cnr. Pacific Highway and Ramsay Street
Wauchope	Cnr. Hastings and Young Streets
Wellington	46 Warne Street
Wollongong	Cnr. Kembla and Glebe Streets
Wyang	Cnr. Anzac Avenue and Hely Street
Young	Cnr. Lovell and Lynch Streets

PROPERTY PORTFOLIO AS AT 30TH JUNE, 1983

LAND OWNED BY THE DEPARTMENT

PROPERTY

Beverly Hills
Campbelltown
Grafton
Gunnedah
Hornsby
Liverpool
Queanbeyan
Rosebery
Tamworth

ADDRESS

Stoney Creek Road
Menangle Road
Lot 3, King Street
Cnr. Conadilly and Wentworth Streets
Pacific Highway and Bridge Road
Cnr. Elizabeth and George Streets
Farrer Place
Cnr. Queen Street and Mentmore Avenue
8-12 Hill Street

COTTAGES OWNED BY THE DEPARTMENT

PROPERTY

Armidale
Armidale
Bathurst
Cootamundra
Cowra
Deniliquin
Dubbo
Dubbo
Forbes
Goulburn
Grafton
Gunnedah
Leeton
Moree
Mudgee
Muswellbrook
Narrabri
Queanbeyan
Wagga Wagga
Wollongong

ADDRESS

15 Caroline Crescent
11 Laurence Avenue
10 Vine Street
22 Northcott Avenue
24 Kibbler Street
14 Greaves Crescent
23 Margaret Crescent
Cnr. Bailey and Jubilee Streets
40 Patterson Street
35 Knox Street
318 Bent Street
15 Breen Street
14 Canal Street
28 Julia Place
100 Robertson Street
4 Eucalypt Avenue
9 Elizabeth Street
1 Linaria Place
32 Raye Avenue, Mt. Austin
29 Evans Street

LEASED PREMISES

The Department also leases premises at locations listed hereunder to provide motor registry and payment office facilities as well as general office accomodation.

PROPERTY

Batemans Bay
Bathurst
Broken Hill
Dee Why
Government Insurance Office Sydney — (Payment Office)
Gunnedah
Hornsby (Payment Office)
Milton
Miranda (Payment Office)
Moruya
N.R.M.A. — Sydney (Payment Office)
Narrandera
Penrith
Rosebery (Traffic Authority of N.S.W.)
Woy Woy

ADDRESS

Room 4, 1st Floor, 1 North Street
Suite A, Manufacturers Mutual Insurance Building, George and Russell Streets
425 Blende Street
Shop 18, Dee Why Centre, 18 Oaks Avenue
60 Elizabeth Street
38 Abbott Street
Shop 1, Northgate Shopping Centre, George and Florence Streets
Shop 4, "The Settlement" Shopping Centre, Princes Highway
Shop 10, Miranda Market Place, Kiara Road North
Unit 12, 22 Ford Street
N.R.M.A. House, 151 Clarence Street
Cnr. Charles and King Streets
Unit 1, "The Terraces", 12 Tindale Street
3rd Floor, "Rosebery Centre", Crewe Place and Primrose Avenue
Lots 1 and 2 The Boulevard

The bus and lorry checking stations at Berowra and Marulan and the cottage at Lot 4, Hume Highway, Marulan have been transferred to the Department of Main Roads. (See reference on page 37)

STAFF, PERSONNEL AND INDUSTRIAL RELATIONS

At the end of the year under review the Department had a staff of 2,616. This figure includes apprentices and officers employed on a part-time basis and can be compared with a staff of 2,637 as at 30th June, 1982. In addition, the Department has a complement of casual staff to draw from to cover casual and emergency situations.

STAFF EMPLOYED AS AT 30TH JUNE

METROPOLITAN	1982	1983
Males	1424	1456
Females, full-time	697	668
Females, part-time	22	41
	<u>2,143</u>	<u>2,165</u>
 REST OF STATE		
Males	317	331
Females, full-time	148	133
Females, part-time	8	8
	<u>473</u>	<u>472</u>
 TOTALS		
Males	1,741	1,787
Females, full-time	845	801
Females, part-time	30	49
	<u>2,616</u>	<u>2,637</u>

Included in the foregoing figures is a wages staff of 82, comprising 63 males and 19 females. As at 30th June, 1982, 69 males and 20 females made up the wages staff of 89.

The natural growth in activities generally resulted in the appointment of a number of additional officers at particular motor registries. Notwithstanding this, the Department did not exceed its prescribed staff limits. Negotiations and agreements with interested employee associations resulted in a staffing and grading formula being introduced to apply to positions at motor registries. Included in the formula is a provision for regular reviews to be conducted.

During the year the following executive appointments were made:—

- Mr. M.J. Butler appointed Assistant Commissioner.
- Mr. L.G. Apolony appointed Manager, Licensing Branch.
- Mr. K.G. Layton appointed Manager, Staff Branch.
- Mr. P.A. Balding appointed Executive Accountant.

Mr. N.C.M. Skinner retired from the position of Assistant Commissioner of the Department after 45 years service.

STAFF, PERSONNEL AND INDUSTRIAL RELATIONS

The secondment of Messrs. C. Ailwood (Chief Management Consultant) and G. Piper (Data Processing Co-ordinator) and their appointment to the Department's Policy Analysis Unit continued.

As a result of the Government Functions Task Force Review, 27 surplus Inspectors were transferred to the Department of Main Roads, together with the Motor Lorry Checking Stations at Berowra and Marulan. Another 10 surplus Inspectors were re-classified into clerical positions at various locations. In addition, a number of positions for other Inspectors were created involving special duties which include driver testing and dealing with problems associated with New South Wales residents driving vehicles registered in other States. The re-deployment of the remaining surplus Inspectors is continuing.

The past year saw the review, development and implementation of various personnel policies and procedures and training programmes.

All the Department's policies and procedures relating to recruitment of staff, both permanent and temporary, have been reviewed, fully documented in newly produced recruitment manuals, and made available to all those officers involved in the recruitment process.

In the early part of the year, no new personnel were engaged because of the Government's suspension of recruitment. In accord with revised policies and procedures that applied from February, 1983, 51 clerks, 19 typists, 15 trade and 28 others were employed.

Applicants for clerical positions were required to sit for a clerical entrance examination and over 2,000 applicants did so.

Special offers of appointment to permanent positions were made to existing temporary and part-time staff, and definitive policies and procedures were approved for the future recruitment of all temporary employees.

In keeping with the objectives of the Equal Employment Opportunity Management Plan, action is in hand to enable training and possible employment opportunities to be made available to 6 Aborigines a year under the N.E.S.A. (National Employment Strategy for Aborigines) Training Scheme. In addition the Department is to implement its own A.A.C.T.S. (Aboriginal Administrative and Clerical Training Scheme) under which it is hoped to train 5 Aborigines a year with a view to their subsequent appointment to existing permanent positions.

The Department has also been active in affording training to eligible applicants under the State Government's Youth Training Scheme, and the Work Therapy Training Scheme for Disabled Persons and by providing work experience opportunities for students.

In November, 1982 a Senior Staff Development Officer was appointed and assumed responsibility for the overall training and instruction of officers to assist them to develop maximum efficiency. Between November, 1982 and June, 1983 revisionary courses for various classifications of employees and induction courses for newly-recruited staff were held.

In addition, other officers attended residential courses conducted by the University of New South Wales and Seminars conducted by the Macquarie University and Public Service Board. Administrative staff attended the 1983 Senior Management Development Scheme, sponsored by the Public Service Board. Migrant officers attended courses specially designed for their needs.

The formation of a Staff Development Committee was approved in January, 1983 and, subsequently, several courses were designed to meet identified needs of the staff. To supplement these courses a comprehensive staff development resource library has been established. Books are available to all members of the staff and may be borrowed for periods of up to one month.

The Rotation Scheme for junior base grade officers continued to operate throughout the year and 66 officers participated. The participation of the more experienced base grade officers was suspended between June, 1982 and March, 1983 because of the effects of the Government's freeze on recruitment. Since March, 1983 these more experienced officers again had entry to the scheme available to them and in that time 8 have taken advantage of the opportunity.

STAFF, PERSONNEL AND INDUSTRIAL RELATIONS

The Department's Equal Employment Opportunity Management Plan has been accepted by the Director of Equal Opportunity in the Public Sector. The plan was considered to be satisfactory and the Director asked that congratulations be conveyed to the staff involved in the preparation and drafting of the plan.

Good progress has already been made in achieving the aims included in the strategies outlined in Volume III of the plan and the prospects for future accomplishment are promising. The progress made and prospects promised are included in the Department's first EEO Annual Report which has been forwarded to The Director of Equal Opportunity.

Industrial matters dealt with throughout the year included interpretation of the Transport Act and various Awards as they govern working conditions of Departmental staff, meeting with union representatives over matters concerning their members and representation of the Department before both State and Federal industrial tribunals.

In the period July-December, 1982 the majority of matters to go before the industrial tribunals related to wage claims. After December and the imposition of the wage pause, the number of wage claims declined sharply with only those who failed to participate in the pre-pause round of wage increases making claims. The Executive Officers Group, covered by the Federal Award, made a successful claim to the Arbitration Commission for a salary increase of 4%.

Agreements for reduction in working hours were negotiated for the majority of wages and salaried staff working a 40-hour week. Awaiting ratification by the Arbitration Commission are agreements in respect of Driver Examiners and Field Officers. Discussions are continuing between the Department and relevant unions in respect of other employees and their claims for a 38-hour week.

A number of matters were unable to be resolved by negotiation and went before the industrial tribunals for conciliation and arbitration. Such matters included claims for reinstatement, the imposition of work bans, creation of separate lines of promotion for various groups within the Department and an application for the restructuring of Driver Examiner grades.

OTHER FUNCTIONS AND DEVELOPMENTS

LICENSING OF MOTOR VEHICLE DRIVING INSTRUCTORS

The Motor Vehicle Driving Instructors Act requires professional instructors engaged in teaching persons to drive motor vehicles to be licensed. Licensed driving instructors must be medically fit and highly competent drivers of good character who know the traffic laws thoroughly and are capable of imparting their knowledge and skill. Regulations under the Act require that training vehicles used by licensed instructors must be safe and properly equipped and fitted with dual footbrake and clutch pedals (if applicable). At the end of the report year, 2,044 licences were in issue as against 2,169 on 30th June, 1982. The discretionary powers conferred on the Commissioner by the Act were exercised again during the year when eleven applicants were refused licences. Eight applications for the renewal of licences were refused and five licences cancelled. Three applicants for licences appealed against the Commissioner's refusal. One appeal was upheld and two appeals were dismissed. One applicant for renewal of licence also appealed but the appeal was dismissed.

LICENSING OF TOW-TRUCK OPERATORS AND DRIVERS

The Tow-truck Act requires the operators of tow-trucks to hold a licence for each tow-truck and for each driver or "off-sider" to hold a driver's certificate.

On 30th June, 1983, 1,846 licences and 6,084 certificates were in issue as against 1,865 and 5,875, respectively, on 30th June, 1982. During the year eight applications for a licence and 129 for certificates were refused by the Commissioner. Ten applications for the renewal of drivers' certificates were refused and five certificates were cancelled. One application for the renewal of a licence was refused and one licence was cancelled. There were twenty-five appeals against the refusal to grant a certificate of which thirteen were upheld. Of two appeals against the refusal to grant a licence, one was upheld.

DISABLED PERSONS' PARKING AUTHORITY

The Department administers the parking concession provided to assist disabled persons who have permanently lost the use of one or both legs or are otherwise severely physically handicapped and unable to walk or able to walk only short distances.

In this connection the Department issues an authority card for display on the windscreen of the vehicle when it is being used by the disabled person.

Since inception of the scheme, 19,483 disabled persons' parking authorities have been issued.

LOG BOOKS FOR DRIVERS OF HEAVY VEHICLES

To assist in the enforcement of limits on hours of driving imposed by the Motor Traffic Act in the interests of safety, regulations under the Act require the driver of a motor vehicle which weighs more than two tonnes unladen and is operated outside a radius of 80 km from its usual depot, to carry and maintain a prescribed log book of hours of driving and periods of rest.

Log books may be obtained only by drivers personally from the Department or the corresponding authority in another State or Territory. A charge of \$5.00 per book is made to cover production costs.

This year 25,012 books were issued by the Department, 21,254 to New South Wales drivers and 3,758 to drivers from other States.

COMPUTER EQUIPMENT AND USAGE

During the year twenty-four modern IBM '3767' keyboard printer terminals were installed to replace existing obsolete units at Departmental motor registries and payment offices in the Metropolitan Area and at Wollongong. In most cases communication line transmission speeds were upgraded as the new terminals were installed. Telecom assisted in this regard. As a result better service is being given to members of the public and more efficient and responsive control programming (line protocol) has been introduced into the network.

OTHER FUNCTIONS AND DEVELOPMENTS

A further four obsolete data entry terminals installed in 1972 were replaced with the latest model terminals.

Planning was commenced to develop a data base system to record the incidence of accidents and traffic offences as they relate to the State's population of motor cycle riders. The information recorded is to be maintained for use by the Standing Committee on Road Safety.

PRACTICES AND PROCEDURES

Departmental officers of appropriate senior level attend bi-monthly meetings of the N.S.W. Government Records Administration Group. The Group is comprised of officers from various Government Departments and the object of their meetings is to foster awareness of and training in the development of modern records management practices.

A review of the Department's "in-house" printing operation was commenced with a view to introducing more modern practices and procedures and determining the adequacy of existing machinery to effectively produce the printing needs of the Department. The review will also examine the necessity for all forms in use and assist in setting up a proper forms register and a forms management programme.

Planning was commenced to simplify the receipting of moneys collected at motor registries in connection with the registration of motor vehicles and the licensing of drivers. This will have the effect, amongst other things, of providing a speedier service to the public and will help streamline the Department's accounting procedures.