



Hon Natalie Hutchins MP

Minister for Aboriginal Affairs
Minister for Industrial Relations
Minister for Women
Minister for Prevention of Family Violence



1 Spring Street
Melbourne, Victoria 3000 Australia
Telephone: +61 3 8392 6125
DX 210292

D18/127362

Mr Josh Smith
Executive Director
Aboriginal Victoria
Level 3, 1 Treasury Place
EAST MELBOURNE VIC 3002

Dear Mr Smith

STATEMENT OF EXPECTATIONS FOR ABORIGINAL VICTORIA

I am pleased to provide you with this Statement of Expectations (SOE) for Aboriginal Victoria. This SOE applies for the period 1 July 2018 to 30 June 2020, or until otherwise amended.

Improving the administration and enforcement of regulation

This SOE sets out my expectations of Aboriginal Victoria's contribution to the Government's program to reduce red tape affecting businesses, not-for-profit organisations, government service providers and households by promoting greater efficiency and effectiveness in the administration and enforcement of regulation.

As Minister for Aboriginal Affairs, I am responsible for administering the *Aboriginal Heritage Act 2006* (the Act) and Aboriginal Heritage Regulations 2018 that affect businesses and the broader Victorian community. This SOE should be read within the context of the objectives, obligations and functions outlined in this Act.

This SOE outlines key governance and performance objectives and targets aimed at improving the administration and enforcement of regulation and thus reducing its cost impact on business and the community.

This SOE replaces the SOE I issued in July 2016.

Improvements and targets

Based on consultation with your office, I have identified some key areas of governance and operational performance where there are opportunities for Aboriginal Victoria to make improvements that would reduce cost impacts on business.

Aboriginal Victoria is expected to identify activities it will undertake to achieve the following performance improvements and targets:

Element of good regulatory practice	Regulatory performance improvements	Target
Role clarity	Improve the clarity of online advice to the public regarding Welcomes to Country and Acknowledgments of Traditional Owners	Reduce relevant queries to the Victorian Government Contact Centre by 10%
Role clarity	Improve the clarity of the Aboriginal place registration requirements to reduce re-submissions	Reduce re-submissions of registrations by 10%
Role clarity	Improve the accuracy of areas of cultural heritage sensitivity (CHS)	Improve the accuracy of 50% of the prescribed definitions of CHS
Compliance related assistance and advice	Improve land users and developers' understanding of the application of prescribed areas of cultural heritage sensitivity	Reduce relevant queries to the Victorian Government Contact Centre by 10%
Timeliness	Reduce sponsors' time in preparing cultural heritage management plans	Reduce the time taken to prepare desktop assessments by 5%
Timeliness	Reduce the time required to register Aboriginal cultural heritage on the Victorian Aboriginal Heritage Register	Reduce Aboriginal place registration times by 20%
Risk-based strategies	Collect data to inform risk-based strategy that identifies potential instances of non-compliance	Record data for all approved cultural heritage management plans that include management conditions for archaeological salvage

In developing actions to achieve these improvements and targets, Aboriginal Victoria is expected to consult with business and the broader community as appropriate.

Reporting

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

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

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

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

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

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Natalie Hutchins', written in black ink.

HON NATALIE HUTCHINS MP
Minister for Aboriginal Affairs