



Australian Government

**Seafarers Safety, Rehabilitation
and Compensation Authority**

**SEACARE AUTHORITY
BUSINESS PLAN
2008-09**

**DELIVERING THE GOVERNMENT'S
PORTFOLIO BUDGET STATEMENT OUTPUT**

AND

**ASSISTING THE SEACARE AUTHORITY MEET
ITS FIVE YEAR STRATEGIC OBJECTIVES**

JULY 2008

APPROVED BY THE SEACARE AUTHORITY

MEETING 73 – May 2008

SEACARE AUTHORITY BUSINESS PLAN 2008-09

SEACARE SCHEME ENVIRONMENT AND OUTLOOK

The Seacare scheme is one of ten rehabilitation and workers' compensation schemes in Australia and one of two such schemes operating under Commonwealth legislation (the other is Comcare). Seacare is among eleven OHS jurisdictions in the country and one of three operating under Commonwealth legislation (Comcare and the offshore oil and gas sector regulated by NOPSA are the others).

Seacare is the only national, industry-based OHS, workers' compensation and rehabilitation scheme in Australia.

The Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority) is the regulator of OHS and workers' compensation matters for the Australian maritime industry under the *Seafarers Rehabilitation and Compensation Act 1992* and the *Occupational Health and Safety (Maritime Industry) Act 1993*. The Australian Maritime Safety Authority is the OHS Inspectorate for the OHS(MI) Act.

The Seacare scheme currently covers around 34 maritime industry employers and approximately 5,700 seafarers. The continuing strength of the offshore oil and gas sector in particular indicates that the number of seafarers covered by the scheme is likely to be maintained if not increase during 2008-09.

PORTFOLIO BUDGET STATEMENT (PBS) 2008-09

PBS Outcome – *Safe and healthy workplaces, and cost effective and fair compensation*

The Seacare Authority aims to minimise the human and financial costs of workplace injury in the Australian maritime industry. The Seacare Authority pursues this outcome by:

- working with the industry to provide safe and healthy workplaces;
- promoting a fair, efficient and effective scheme of rehabilitation, return to work and compensation for maritime industry employees including managing efficiently the Seafarers' Safety Net Fund; and
- providing advice to the Minister on issues relating to improving occupational health and safety, rehabilitation and workers' compensation.

PBS Output

The Seacare Authority administers the *Seafarers Rehabilitation and Compensation Act 1992*, the *Occupational Health and Safety (Maritime Industry) Act 1993*, the *Seafarers Rehabilitation and Compensation Levy Act 1992*, and the *Seafarers Rehabilitation and Compensation Levy Collection Act 1992*. It performs the regulator role in relation to these Acts.

The Seacare Authority participates in the national Comparative Performance Monitoring project and provides an annual report to Parliament.

The focus of activities in 2008-09 is:

- working with the industry to secure the health, safety and welfare at work of maritime industry employees by providing an OHS regulatory framework adapted to the needs of the maritime environment;
- assuring that employers provide safe and healthy workplaces and effective injury management systems;
- promoting a fair, efficient and effective scheme of rehabilitation, return to work and compensation for maritime industry employees including managing efficiently the Seafarers Safety Net Fund;
- fostering a cooperative, consultative and effective relationship between employers and employees on health and safety at work and management of injured employees; and
- determination and payment of claims in a timely manner.

SEACARE AUTHORITY BUSINESS PLAN 2008-09

The Seacare Authority Business Plan 2008-09 details key results and actions that are expected to be achieved or undertaken in the year, in order to meet the Government's Outcome and Output expectations and which are consistent with the *Seacare Authority's Strategic Objectives 2004-05 to 2009-10*.

SEACARE AUTHORITY BUSINESS PLAN 2008-09

Key Result Area 1 - Working with the industry to provide safe and healthy workplaces

Priorities	Actions	By when	Measures	Budget / Time
1.1 Seacare OHS Strategy implemented in support of the National OHS Strategy	Monitor, evaluate and report scheme performance relative to Strategy reduction targets	September 2008	<ul style="list-style-type: none"> ▪ Performance against targets detailed in Annual Report ▪ Reduction targets are being achieved 	\$25,000 Time: 5%
	Implement <i>Seacare Leaders Program</i> to improve the capacity of employers to manage OHS through target setting	Throughout 2008-09	<ul style="list-style-type: none"> ▪ Program is developed and implemented ▪ Rate of employer sign on to Seacare reduction targets 	
	Develop and maintain MOUs with regulatory agencies that intersect with OHS(MI) Act to increase cooperation and effectiveness	Ongoing	<ul style="list-style-type: none"> ▪ Current and effective MOUs with bodies such AMSA, NOPSA, HWSA. 	

1.2 Seacare scheme performance monitored, evaluated and reported to determine opportunities for reducing cost pressures in the scheme	Seacare Authority Performance Indicators (SAPI) reports reviewed by Authority to inform execution of statutory functions	August 2008 & February 2009	<ul style="list-style-type: none"> ▪ SAPI reports examined each meeting but especially at half year points 	\$20,000 Time: 5%
	SAPI evaluated for effectiveness in monitoring scheme performance	February 2008	<ul style="list-style-type: none"> ▪ SAPI reviewed and revised to satisfaction of Authority 	
	Seacare scheme performance is systematically reported to stakeholders	September 2008; October 2008; November 2008	<ul style="list-style-type: none"> ▪ Publication of scheme performance details in Annual Report, CPM reports, RTW Monitor etc. 	
	Develop <i>Seacare Online</i> to improve employer usability and quality of output data	Ongoing	<ul style="list-style-type: none"> ▪ Amendments to system identified ▪ Improvements to system implemented 	
1.3 Engage employers, seafarers and other scheme stakeholders	<i>Seacare Awards & Conference 2008</i> (around <i>Sea Safe Work Day</i> and national <i>Safe Work Australia Week</i>)	July 2008 and ongoing; 16 October events	<ul style="list-style-type: none"> ▪ In partnership with stakeholders ▪ Level of sponsorship ▪ Number of Award nominations ▪ Quality of Award nominations ▪ Quality of Conference program ▪ Level of attendance ▪ Stakeholder/participant feedback and evaluation ▪ Satisfaction of Authority/Chairperson 	\$100,000 Time: 20%

	Publish <i>Seacare News</i>	August 2008; December 2008; April 2009	<ul style="list-style-type: none"> ▪ Seacare News produced at least three times a year ▪ Satisfaction of Authority/Chairperson 	
	Maintain, update and develop Seacare website	Continuous	<ul style="list-style-type: none"> ▪ Website contains current and comprehensive Seacare information ▪ Stakeholder and user feedback 	
1.4 National OHS standards and codes of practice adopted to the extent they are applicable to the industry	<p>Introduce Confined Spaces Regulations</p> <p>Maintain list of priority standards/COP for adoption</p> <p>Develop regulatory proposals for consideration by Minister</p> <p>Promote new Seacare regulations/COP</p>	By end 2008; Ongoing	<ul style="list-style-type: none"> ▪ Satisfaction of Standards Task Force and Authority ▪ Development and introduction of new standards/COP to meet statutory requirements ▪ Build on work undertaken by OASCC and Comcare 	\$45,000 Time: 10%
1.5 OHS promoted as key means of reducing human and financial costs of workplace injury and disease	<p>Identify Health & Safety Representative (HSR) trainers</p> <p>Promote applications for Seacare HSR training accreditation</p> <p>HSR Handbook</p> <p>HSR Forum</p>	Ongoing; September 2008	<ul style="list-style-type: none"> ▪ More HSR trainers accredited ▪ Improved HSR training is available ▪ HSR Handbook launched ▪ In partnership with stakeholders ▪ Quality of Forum program ▪ Level of attendance ▪ Stakeholder/participant feedback and evaluation 	\$70,000 Time: 15%

			<ul style="list-style-type: none"> ▪ Satisfaction of Authority/Chairperson 	
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Key Result Area 2 - Promoting a fair, efficient and effective scheme of rehabilitation, return to work and compensation for maritime industry employees including managing efficiently the Seafarers' Safety Net Fund

Priorities	Actions	By when	Measures	Progress
2.1 Undertake regulatory functions under Seacare legislation	Monitor jurisdiction to ensure compliance Take enforcement action as required	Ongoing	<ul style="list-style-type: none"> ▪ Standing report on performance of statutory functions is made to each quarterly meeting of Authority 	\$40,000 Time: 10%
2.2 Manage the Seafarers' Safety Net Fund	Assess claims on the Fund	As required	<ul style="list-style-type: none"> ▪ Satisfaction of Seacare Authority 	\$40,000 Time: 10%
	Manage scheme's claims database Conduct claim update process Provide reports as required: CPM; RTW Monitor; Seacare Authority	Ongoing: July 2008 & January 2009	<ul style="list-style-type: none"> ▪ Claim updates conducted in July and January ▪ Reports provided in a timely fashion ▪ Stakeholder satisfaction with data and reports 	
	Identify employers liable to pay levy Conduct levy collections	July 2008; October 2008; January 2009; April 2009	<ul style="list-style-type: none"> ▪ Levy payments are timely and complete 	

	Monitor Fund administration costs, levy receipts and reserve accumulation to meet statutory requirements	Quarterly	<ul style="list-style-type: none"> Report on management of the Fund made to each quarterly meeting of Authority 	
	Advise Minister on administration of the Fund	June 2009	<ul style="list-style-type: none"> Minister advised 	
2.3 Rehabilitation and return to work promoted as a key means of reducing the human and financial cost of workplace injury and disease	Disseminate guidance on best practice rehabilitation and return to work to scheme employers and other stakeholders – as developed in 2006-07 and published in October 2007	Ongoing	<ul style="list-style-type: none"> Improvements in rehab/RTW performance Satisfaction of the Authority 	\$3,000 Time: 2%
2.4 Best practice claims management promoted as a key means of reducing the cost of workplace injury	Authority considers and responds to scheme cost drivers (legal costs; disputation rates; premium costs & trends) Best practice claims management guidance developed and published	Ongoing; December 2008	<ul style="list-style-type: none"> Development of claims management guidance Satisfaction of the Authority 	\$30,000 Time: 5%

Key Result Area 3 - Providing advice to the Minister on issues relating to improving occupational health and safety, rehabilitation and workers' compensation

Priorities	Actions	By when	Measures	Progress
3.1 Policy advice, decisions and strategic guidance consistent with the functions of the Authority	Respond to the Minister's needs Identify issues and brief the Minister Prepare high quality advice and briefs	Continuous and as needed	<ul style="list-style-type: none"> ▪ Advice prepared on behalf of the Authority and/or Chairperson is to the satisfaction of the Authority/Chairperson ▪ Minister is satisfied with quality and timeliness of Seacare briefings 	\$25,000 Time: 5%
3.2 Seacare scheme performance systematically reported in Annual Report	Monitor scheme performance, gather data and draft Annual Report	October 2008	<ul style="list-style-type: none"> ▪ Minister and Parliament accepts Seacare Annual Report 	\$30,000 Time: 10%
3.3 Respond to reviews or examinations of the Seacare scheme and implement Government's directions as required	Provision of advice on issues arising as a result of review Regular communication with policy Departments (DEEWR and DIT) Inform Authority Members promptly of any developments Implement any outcomes of reviews Inform jurisdiction of outcomes	As issues arise and information/analysis is required As outcomes become available	<ul style="list-style-type: none"> ▪ Satisfaction of the Authority ▪ Minister satisfied with implementation of Government policy 	\$10,000 Time: 3%

THE SEACARE AUTHORITY ACCOUNTABILITY FRAMEWORK 2008-09

Element	Role	Result
Minister	Agrees to the Outcome and Output/s, and Parliament appropriates a budget	Seacare and Comcare advise the Minister in establishing the Outcome and Output/s
	Outcome	Captured in the Portfolio Budget Statement (PBS). It specifies what the Government is expecting from its annual budget appropriation to the Seacare function
Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority)	Responsible for helping the Government achieve the Outcome by implementing the Output within its legislative responsibilities	Advises the Minister on the performance of its functions specified in the legislation it administers - to support the Government's specified Outcome
	Output	Captured in the PBS. It contains performance measures which are reported in the Seacare Authority Annual Report
Seacare Authority Strategic Plan 2004-05 to 2009-10	Authority implements the Strategic Plan which establishes the broad directions and objectives for the work of the Authority	The Strategic Objectives are overlaid by a Mission <i>"To take a leading role in minimising the human and financial costs of workplace injury in the Australian maritime industry"</i>
Seacare Authority Business Plan 2008-09	Authority agrees to a Business Plan which identifies the key results it aims to achieve, the timeline for achievement and the measures it uses to assess if performance has met expectations	The Authority Business Plan establishes clear parameters for the work program of the Seacare Management Section (SMS)

Element	Role	Result
Seacare Management Section	Staff in the SMS are responsible for supporting the Authority and for implementing the Authority's annual Business Plan	Comcare provides staff to form the SMS. Comcare provides such as IT, financial management, human resources, accommodation as well as technical support eg legal advice, to enable the SMS to perform effectively
Annual Report to Parliament	Seacare Authority reports to Parliament on the operation of the Authority and on scheme performance – how has it delivered the Output and contributed to the Outcome	Performance is reported in the Annual Report