GOVERNMENT OF WESTERN AUSTRALIA

ChemCentre
EXPERT SOLUTIONS

ANNUAL REPORT

2020-21

ACKNOWLEDGEMENT OF COUNTRY

ChemCentre acknowledge the traditional custodians throughout Western Australia and their continuing connection to the land, waters, and community. We pay our respects to all members of the Aboriginal communities and their cultures, and to Elders past, present and future.

CONTENTS

STATEMENT OF COMPLIANCE

Hon. Roger Cook MLA

Deputy Premier; Minister for Health; Medical Research; State Development, Jobs and Trade; Science.

In accordance with Section 63 of the *Financial Management Act 2006* we hereby submit for your information and presentation to Parliament, the annual report of ChemCentre for the financial year ended 30 June 2021.

The annual report has been prepared in accordance with the provisions of *the Financial Management Act 2006*.

Denise Goldsworthy AO
Chair
ChemCentre Board
24 August 2021

David Blyth
Deputy Chair
ChemCentre Board
24 August 2021

EXECUTIVE SUMMARY

OUR VISION

Chemistry for the benefit of every Western Australian.

OUR MISSION

To provide excellence and innovation in chemical and forensic science, emergency response and research to support the administration of justice and a safe and prosperous WA.

OUR PURPOSE

To deliver leading chemistry for Western Australia.

OUR VALUES

Technical Excellence – We advocate technical excellence and use excellent science to inform and improve everything we do.

Innovation – Through method development and targeted, collaborative research and development, we continually seek to improve our science for the benefit of our stakeholders.

Integrity – We strive to operate ethically, sustainably, safely and with integrity in all that we undertake.

Respect – We respect our clients, our staff and the responsibilities that we are charged with.

STRATEGIC DIRECTION

The community of Western Australia is the primary beneficiary of ChemCentre's services. Our major clients include the Government of Western Australia (directly and through client Departments), Government Trading Enterprises (GTEs), the public and industry. ChemCentre strives to achieve its mission to provide excellence and innovation in chemical and forensic science, emergency response and research to support the administration of justice and a safe and prosperous WA.

Our overarching strategic objectives are to:

- Mitigate risks to government associated with public health, public safety and the environment;
- Keep the State safe during times of emergency and crisis;
- Support the State justice and policing systems;
- Support the sustainable economic development of the State;
- Support science capability and engagement in the State;
- Develop our people, enhance organisational capability and financial sustainability.

FROM THE CHAIR

ChemCentre continued to provide leading-edge scientific analysis for the benefit of all Western Australians throughout 2020-21.

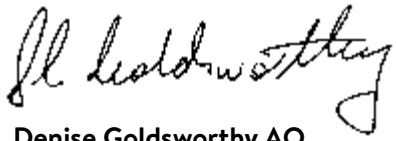
Increased government investment saw new state of the art instruments commissioned and the further enhancement of the laboratory's specialist forensic science and analytical chemistry capability. This investment represents a tangible acknowledgement of the critical role ChemCentre plays in supporting our justice system, protecting the community and the environment, and assisting with job creation and economic growth by working with industry.

Whether it has been to assist in the fight against illicit drugs; helping to solve serious crime and cold case homicides; helping to keep our roads safe; promoting a healthier workplace; or supporting new and emerging industries - the impact of ChemCentre's scientific work in providing vital services to WA is significant.

Despite the added challenges faced during the COVID 19 pandemic, ChemCentre has continued to provide world class science and rigorous, independent chemical analysis to inform decision makers in industry and government, a role it has consistently performed for more than a century. I congratulate ChemCentre staff for their hard work, commitment and achievements during this difficult year. Our achievements during this challenging environment were only possible due to the commitment to live by our values of technical excellence, innovation, integrity and respect.

I also thank my fellow Board members for their ongoing contribution and support. In particular, I thank Mark Thomas who departed the Board earlier this financial year and welcome our newest Board member, Jane Cutler.

I am proud to Chair the Board of ChemCentre and excited at the possibilities an increased focus on research and innovation by ChemCentre scientists, many of whom are leaders in their field, may herald. Their work is proving invaluable to overcoming some of the State's most difficult risks and to support emerging opportunities, ensuring the future of Western Australia is indeed safe and prosperous.



Denise Goldsworthy AO

Chair, ChemCentre Board

FROM THE CEO

During 2020-21, ChemCentre reviewed and refreshed *Our Vision*, *Purpose*, *Mission* and *Values* when setting our strategic direction for the next five years. I am extremely proud that during the past twelve months we have clearly demonstrated *Our Purpose -To deliver leading chemistry for Western Australia*; and fulfilled *Our Mission - To provide excellence and innovation in chemical & forensic science, emergency response and research to support the administration of justice and a safe and prosperous WA.*

We recognise that our staff are our most valuable resource and given the current circumstances and the increasing mental health issues in the wider community, we have progressed as a priority, a comprehensive psychological wellbeing program to support staff health and wellbeing. Our staff have consistently lived *Our Values* of *Technical Excellence*, *Innovation*, *Integrity* and *Respect* to meet the challenges associated with the COVID-19 pandemic. This has meant adapting workplace practices to embrace flexible rosters, working from home, and ensuring expertise was available on site as required. As a result of their efforts, there has been minimal disruption to critical turnaround times and service delivery. I wish to thank and commend all staff for their considerable contribution, support, and professionalism during this time.

In May our Reconciliation Action Plan with three central themes-Relationships, Respect and Opportunities-was endorsed by Reconciliation Australia. This Plan is our commitment to building understanding of staff of Aboriginal and Torres Strait Islander cultures, histories, achievements and challenges and to encourage them to develop and maintain meaningful relationships with First Nations members of our community. We are continuing to support employment opportunities within ChemCentre and wider networks to increase the participation of Aboriginal and Torres Strait Islander peoples, particularly in STEM-related industries; and continue to seek appropriate First Nations businesses for procurement opportunities.

For many decades, our forensic scientists have stood at the forefront of their field providing rigorous, independent analysis. This was strikingly illustrated when years of painstaking forensic science work and fibres analysis by ChemCentre forensic scientists culminated in the successful prosecution of Bradley Robert Edwards, dubbed the 'Claremont serial killer', following a long running investigation spanning more than 20 years.

Our work in identifying novel psychoactive substances is having an impact on emergency medicine research and treatments, through our collaboration in the innovative Emerging Drugs Network of Australia project – a national program pioneered in WA in the Emergency Department of Royal Perth Hospital. Our analysis is assisting medical specialists in the ongoing treatment of patients and has led to an early warning system to facilitate rapid and targeted harm reduction responses to help save lives and reduce the health impacts of illicit drug use in our community.

Our innovative scientific analysis is supporting the emerging medicinal cannabis industry and is value adding to food and other products, by ensuring authenticity and certifying provenance for producers for domestic and export markets.

Keeping our community safe is a key mandate for ChemCentre and our Emergency Response team was among the first responders to an alleged chemical threat at the electorate office of Premier Mark McGowan earlier this year. This was one of 25 callouts to HAZMAT emergencies during the year. Our emergency response team is on call 24/7 to support the Department of

Fire and Emergency Services to respond to hazardous chemical, biological, or radiological threats that may impact public safety, public health and critical infrastructure.

We continue to focus our research and innovation efforts on applied and collaborative approaches to solve complex problems for the WA Government and the State's industrial, mining, agricultural, environmental and forensic sectors. To this end, we are involved in several Cooperative Research Centres (CRCs), including the CRC for Transformation in Mining Economies and CRC for Future Battery Industries. ChemCentre researchers were part of a collaborative research project alongside Curtin University and BBE Consulting Australasia, on the risks of exposure to diesel particular matter (DPM) in the mining industry- a known health hazard. This research resulted in promoting a healthier workplace with a new workplace exposure standard for DPM applied for all WA mines.

The landmark *Curtin-ChemCentre Alliance* we have formed this year, aims to strengthen ties and further grow the State's scientific research capability. The *Alliance* is based on a shared commitment to technology, sustainability and the provision of science skills necessary to meet the challenges of our future. In keeping with ChemCentre's vision – Chemistry for the benefit of every Western Australian, the Alliance aims to harness the benefits within the dynamic world of chemical science to realise benefits for Western Australia."

Peter McCafferty

Chief Executive Officer
ChemCentre

OPERATIONS

WHO WE ARE

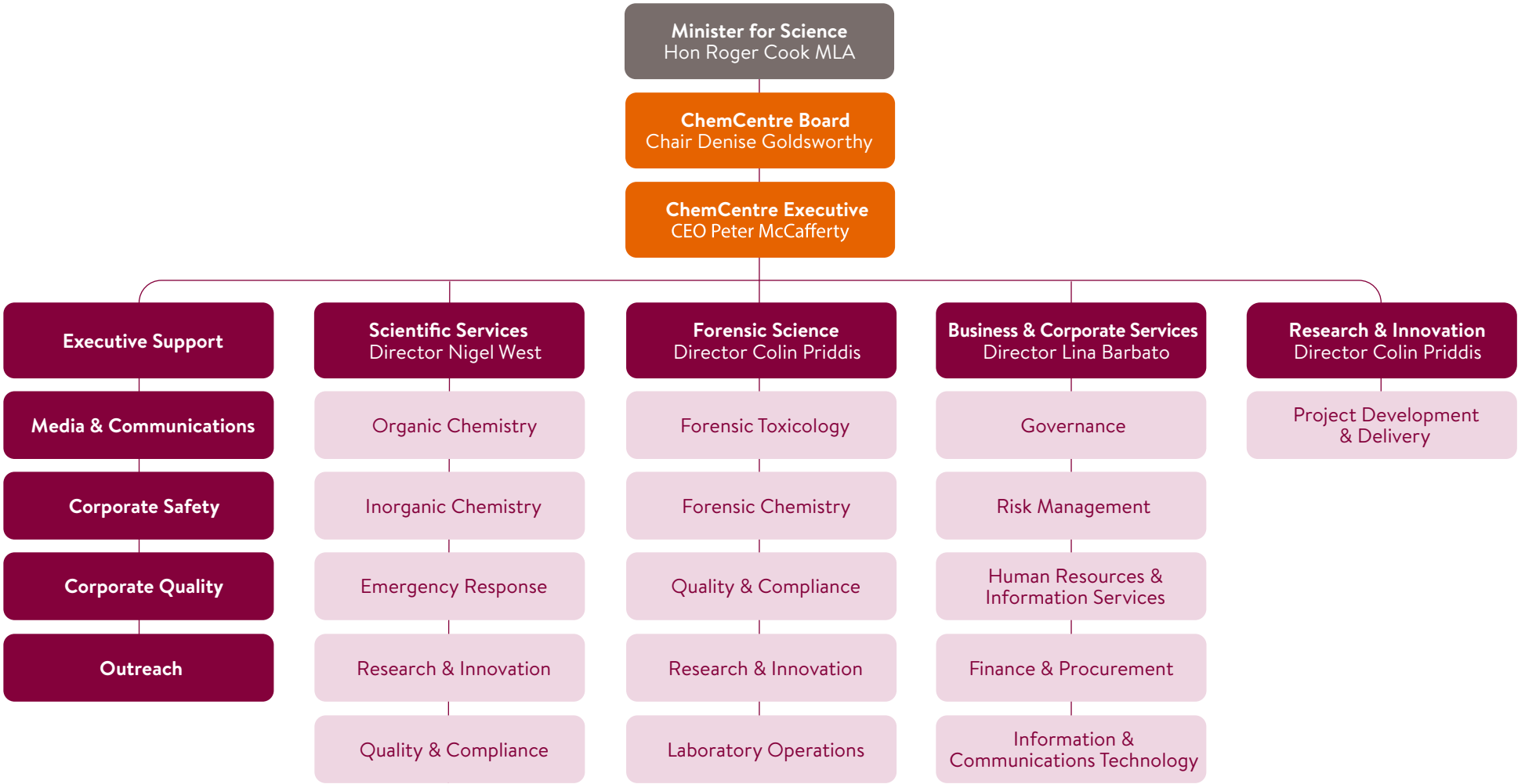
ChemCentre is a statutory authority within the Western Australian Government operating under the *Chemistry Centre (WA) Act 2007*. ChemCentre has a long and proud heritage protecting the State, tracing its origins back to the gold rush in the 1890s.

We work from analytical laboratories housed within the Resources and Chemistry Precinct at Curtin University, Bentley, and proudly rank many internationally recognised chemists among our 145 staff.

ChemCentre offers a unique combination of scientific excellence and applied scientific expertise:

- Internationally recognised expertise in our specialist fields;
- State-of-the-art analytical equipment and methods;
- National Association of Testing Authorities (NATA) accreditation across many of our specialist domains;
- Applied research and innovation to identify and develop new science to assess and manage emerging risks;
- Collaborative scientific networks at state, national and international levels;
- Assisting Western Australian businesses to maintain a market advantage through targeted chemistry-based science.

ORGANISATIONAL STRUCTURE



WHAT WE DO

ChemCentre delivers services and advice to support the broad high-level State Government goals of:

- Strong communities – safe communities and supported families;
- Future jobs and skills – grow and diversify the economy, create jobs and support skills development.

In this context, our work involves scientific services, emergency response, forensic science, research and innovation, business and corporate services, and education and outreach, as described below.

SCIENTIFIC SERVICES

ChemCentre supports business enterprise, job creation and economic development in Western Australia by providing scientific analysis and consultancy services to industry and government and across the agriculture, environment, and mining sectors.

Our analytical work includes assisting producers to verify authenticity of their products (provenance), such as honey, eggs and pork, to value-add to their goods for domestic and export markets, supporting a range of emerging and established industries. ChemCentre is one of only a few laboratories in Australia to be accredited by the Therapeutics Goods Administration to undertake certification testing of medicinal cannabis and currently receive samples for analysis from local, national and international producers.

This expertise has expanded to include investigating hemp as a potential feed stock for sheep, part of a research project being led by the WA Department of Primary Industries and Regional Development in collaboration with Charles Sturt University in New South Wales and AgriFutures Australia. We are also working with industry and indigenous organisations to analyse and identify components in essential oils to investigate their potential therapeutic benefits in cosmetic and health products or for other industrial uses.

We play a role in supporting the public health and safety of the Western Australian community through a range of analytical services, such as the ongoing monitoring of pesticides and herbicides in produce to ensure fruit and vegetables meet Australian Standards and are fit for human consumption.

Our specialist expertise in air and water analysis is part of a globally significant monitoring program to protect Aboriginal rock art on Murujuga (Dampier Archipelago). This work will help preserve these 40,000 year old petroglyphs for future generations.

Analytical work is also being undertaken to support research in the mining sector to better manage the potential environmental impact of mining activities during and beyond the life of a mine and to explore opportunities for re-use of mining tailings and industrial by-products supporting the state's drive towards a circular economy.

EMERGENCY RESPONSE

ChemCentre's highly trained, specialised emergency response team found themselves in the media spotlight when they supported Department of Fire and Emergency Services (DFES) and Western Australia Police to respond to an alleged chemical threat at the electorate offices of the WA Premier and another Federal Member of Parliament in March. This was one of more than 25 call outs during the past financial year.

The Emergency Response group works in association with the DFES, as described in the State Hazard Plan, to operate 24 hours a day, seven days a week to help keep the community safe from the dangers of hazardous materials which may pose a threat to public safety, public health or critical infrastructure. With access to a mobile laboratory and DFES aerial response, ChemCentre's emergency response team is on call and at-the-ready to attend incidents across the State. We continue to ensure we have the capability, including highly trained staff, infrastructure, and processes, to perform the required tasks and meet the obligations to the State.

The team's HAZMAT emergency specialist expertise contributes to a range of working groups, including the newly formed Lithium-Ion Battery Working Group, along with representatives of the Department of Mines, Industry, Regulation and Safety (DMIRS) and DFES, to examine issues related to the safe use, recycling and disposal of these batteries in the community. ChemCentre is also coordinating an interagency program with participants from DFES, WA Police, the Department of Water and Environmental Regulation and DMIRS on how best to harness expertise in working together to manage responses to HAZMAT emergencies.

ChemCentre continues to be represented on the Chemical Warfare Agent Laboratory Network which liaises with chemical hazard, emergency response and counterterrorism agencies at national and international level, including successfully completing an interlaboratory trial identifying these agents in a recent proficiency trial.

FORENSIC SCIENCE

ChemCentre's Forensic Science Laboratory is regarded as a national leader in forensic toxicology, criminalistics, physical evidence, drug analysis and racing chemistry. This specialist expertise was pivotal to the successful prosecution of a multiple homicide cold case following a police investigation spanning more than two decades.

The work undertaken to develop a world-leading fibres database has attracted international attention, with the database currently containing more than 25,000 fibres although it is continuing to expand. The use of this database and years of painstaking forensic science work and fibre analysis by ChemCentre experts contributed to securing convictions, proving particularly crucial where DNA evidence was absent.

Not only did this significant body of evidence and good science assist in bringing the killer to justice, but the work has had a broader impact in terms of implications for other cold case investigations. Different types of trace evidence, including fibres, which previously may not have been considered, are now being reviewed as being potentially relevant, with the enhanced expertise, technological advances, and innovative forensic science methodologies now available.

As members of the Australia New Zealand Policing Advisory Agency's National Institute of Forensic Science (ANZPAA-NIFS) our forensic scientists are exploring how the approach to physical evidence and criminalistics could be expanded. This approach will look beyond reporting 'what' happened in a crime to provide more information to the Court and prosecutors about 'how' it happened - the activities or actions leading up to the committing of an offence.

Efficiencies resulting from the innovative way our Illicit Drugs team process samples was a key finding of the ANZPAA-NIFS Process Mapping – Drug Analysis project. The aim of this project was to review and compare the

jurisdictional processes pertaining to drug analysis to identify best practice and opportunities for process improvement and efficiency gains. Outcomes of the project demonstrated that the unique approach adopted within the Forensic Science Laboratory delivered efficient analytical timeframes to support criminal investigations and the judicial system.

ChemCentre's scientists provide a range of forensic services in support of Western Australia Police, the State Coroner and the State's Racing industry. During 20-21 ChemCentre analysed approximately 7700 illicit drug samples, 80 clandestine drug and drug profiling cases, 450 criminal cases, 5700 traffic enforcement toxicology cases, 9500 racing chemistry samples and issued approximately 2500 reports to the Coroner.

The commissioning of a new scanning electron microscope enables analysis of minute samples such as gunshot residues, paint and glass fragments, soils and other trace evidence in the nanoscale (one millionth of a millimetre). The enhanced resolution and sensitivity of the new instrument provides increased confidence for analytical interpretation. A new high resolution mass spectrometer was also commissioned during the year with advanced functionality, resolution and sensitivity assisting analyses carried out for the Coroner, WA Police and the broader WA justice system.

Our work in identifying new psychoactive substances is having an impact on emergency medicine, through our involvement in the innovative Emerging Drugs Network of Australia project – a national program pioneered in WA from our collaboration with the Emergency Department of Royal Perth Hospital. Our toxicology services are assisting medical specialists better understand the role of illicit drugs in emergency department presentations and has led to an early warning system to facilitate rapid and targeted harm reduction responses to help save lives and reduce the health impacts of illicit drug use in our community.

The Forensic Science Laboratory's expertise in the analysis of newly emerging drugs from both an illicit drugs and toxicology perspective has facilitated successful collaborations with the Western Australian Drug and Alcohol Strategic Senior Officers Group Data Sub-Group and the Early Warning System Working Group. The laboratory advises on illicit drug trends and newly emerging drugs to inform and support health, policing and harm reduction strategies.

The Forensic Science Laboratory continues to develop and foster strong, collaborative working relationships with various other clients such as Australian Border Force, Department of Defence, Northern Territory Fire and Emergency Services and New Zealand's Institute of Environmental Science and Research. The provision of our expert advice, analytical services and training courses helps to support these agencies through a broad range of forensic sciences services and initiatives. This includes providing specialist chemical expertise to enable the training of detector dogs to find prohibited and restricted goods such as explosives.

Our proteomics capabilities, the ability to systematically identify and quantify the proteins within biological systems, places us at the forefront in this field of forensic methodology. This means we can now examine 40 different peptides simultaneously for the racing industry. Our work using proteomics methodology to identify the type of synthetic insulin people have taken has provided greater insight for the Coroner in determining the role of insulin in the cause of death. ChemCentre is the only laboratory in Australia to have a mass spectrometry-based method, using proteomics, capable of identifying the venom of different species of poisonous Australian snakes. Research is currently being undertaken to examine how this work could also be applied in the area of criminal justice.

RESEARCH AND INNOVATION

ChemCentre has a proud history of research and innovation for the benefit of Western Australia. We apply technical and specialist knowledge to solve difficult problems for communities, government and industry.

We have formed strong industry and academic collaborations to undertake research aimed at value-adding and increasing market potential to assist in growing and diversifying the WA economy. As a partner in the Fighting Food Waste Cooperative Research Centre this has included finding ways to use by-products from the production of sandalwood and hemp.

We are collaborating with Charles Sturt University and the Department of Primary Industries and Regional Development (DPIRD) in a DPIRD-led project to investigate the potential of hemp as a feed source for sheep. In a separate project, ChemCentre researchers are exploring the potential of bee venom for therapeutic and nutritional benefit.

Our scientists undertook a collaborative research project alongside Curtin University and BBE Consulting Australasia, which investigated the risks of exposure to diesel particular matter (DPM) - a known health hazard - in the mining industry. This research resulted in promoting a healthier workplace with a new workplace exposure standard for DPM applied in all WA mines.

ChemCentre is also a partner in the Future Battery Industries Cooperative Research Centre which aims to position Australia as global leader in the growth of battery industries to power the nation's future. ChemCentre's expertise is being applied to the development of environmental and waste management strategies; to inform the development of new mineral processing methods from extraction of materials through to end-of-life batteries. Our research is making a valuable contribution towards the development of a certification framework for the purity and quality of battery components.

ChemCentre's involvement in the Transformations in Mining Economies Cooperative Research Centre is focused on informing decision making around mine closures, by providing industry and regulators with more certainty in identifying longer term potential risks that may impact the re-purposing of mine by-products and investigating potential uses for mines after closure.

With more than 2000 mine voids in Western Australia, many of which fill with water when mining ceases, there are gaps in understanding the geochemistry and environmental impact of the pit lakes that form. Over the past two years, ChemCentre has led a comprehensive research project analysing data from 26 pit lakes across the State to provide insight into mine pit lake water quality and potential uses. This information will be used to assist both regulators and industry by providing more certainty when planning for the closure of mines.

A pilot study was undertaken to use novel methods to characterise aluminium toxicity in agricultural soils. Aluminium toxicity inhibits plant growth and development in acidic soils and is a significant problem in Western Australia's south-west region. Our researchers have adapted the Leaching Environmental Assessment Framework protocols to advance the understanding of how aluminium toxicity occurs. This presents opportunities for better managing soils to assist farmers to optimise crop production.

We have successfully developed a direct online sample pre-concentration capability to analyse ultra-trace Per- and Polyfluoroalkyl substances (PFAS) in water and have extended our PFAS suite from 10 to 30 PFAS compounds. This has enabled us to provide faster turnaround times and a more thorough screening for clients.

ChemCentre has undertaken dust apportionment studies across the state and developed sampling methodologies, analytical techniques and interpretative capabilities to identify dust sources and assist industry to better manage dust.

ChemCentre co-supervises postgraduate research, working collaboratively with universities. Projects include a Curtin University study which investigated the use of stable isotope ratio analysis to identify honey adulteration; and a UWA study into the impact of plastic and microplastics in our waterways and important WA fisheries. ChemCentre is assisting with analytical expertise, collaborative development of new methodologies for microplastics, instrument training, mentorship and access.

Within forensic science, ChemCentre also co-supervises several Doctoral and Masters projects at multiple universities. Projects include work investigating the analysis of potential inorganic explosives, the interaction of necrophagous entomofauna (insects) and fabrics for application to textile damage assessment and post-mortem interval determinations, and the transfer and persistence of diatoms in fabrics in both active and passive persistence scenarios. Additionally, two projects are expanding ChemCentre's expertise in soil analysis, with one looking at the interpretation of results using chemometric analysis and the other focusing on the examination of the organic soil fraction using novel protein-based technologies. Finally, a recently awarded PhD examined sexual lubricant analysis. These projects continue the proven success of forensic science staff in research collaboration, resulting in relevant scientific publications, successfully graduated students and research that is directly applicable to ChemCentre's forensic casework and WA Police criminal investigations.

Our forensic science research is expanding work in the field of proteomics- the systematic identification and quantification of proteins in biological materials such as those within a cell, tissue, organ, saliva or blood. This work to date has enabled the detection and analysis of performance enhancing

peptides in equine and canine samples. It has also been used to determine the presence of synthetic insulin in post-mortem coronial cases. The determination of an insulin overdose by traditional forensic toxicological analysis is challenging and currently is not performed elsewhere in Australia. The proteomic-based mass spectrometry technique used by ChemCentre to unequivocally identify the snake venoms of a variety of species of poisonous Australian snakes, represents a gold standard within forensic toxicology. Focus is now turned to investigating the development of proteomic-based methodology as a new tool for use in forensic criminal investigations.

The Forensic Science Laboratory continues to support the innovative Emerging Drug Network of Australia project through the toxicological analysis of samples taken from de-identified patients presenting to Emergency Departments to determine whether illicit drugs, particularly newly emerging drugs, are causative for the presentation. This is a nationally funded project pioneered in WA from a collaboration with the Emergency Department of Royal Perth Hospital.

The fibres database, which was pivotal to the successful prosecution of the Claremont serial killer, continues to expand. A future aim of this project is to transfer the database onto a more robust, innovative platform which will facilitate national and international contribution to and collaboration with the database.

BUSINESS AND CORPORATE SERVICES

ChemCentre's Business and Corporate Services Division operates with a small and highly skilled team to provide relevant and contemporary services and advice to the executive and scientific divisions.

The Division is leading the modernisation of our laboratory information management system that will increase our digital capability and create common processes across the organisation that will facilitate cultural and operational transformation.

ChemCentre has maintained a high staff retention rate of over 85% and as part of our competency framework, we continued to initiate programs to support management to strengthen soft skills, ICT skills and supervisory skills across the organisation. Further, as a response to the ongoing COVID pandemic and increasing focus on staff wellbeing, we actively engaged with management and the workforce to implement a three year 'People at Work' program designed to deliver evidence-based psychosocial risk assessment tools and benchmarks to support an ongoing healthy workplace. The program is reaching its first anniversary with a Steering Committee comprising elected peers from across the organisation who inform actions and policy changes.

We continue to promote cultural awareness, diversity and inclusiveness through a range of strategies and positive actions outlined in a new Multicultural Plan.

The Division continues to strive for best practice governance and compliance having completed reviews to enhance its disaster recovery infrastructure, continuing to mature its cybersecurity controls, ensuring its procurement activities align with the new procurement reforms.

EDUCATION AND OUTREACH

ChemCentre plays its role in promoting the importance of Science, Technology, Engineering, Maths (STEM) in Western Australia to help prepare the workforce to meet the challenges of today and the future. We provide tertiary student supervision and expertise to a range of state, national and international working groups to support Western Australia.

Our staff harness their passion for science and expertise to promote chemistry and share stories about their work by participating in career expos, school visits, webinars, guest lecturing and a range of science related community events including National Science Week and the Geraldton STEM Festival. An important event on the ChemCentre outreach calendar, is ChemCentre Open Day. This biennial event, which gives visitors the opportunity to see behind the scenes at the workplace of some of the State's top scientists was unfortunately postponed this year due to COVID-19 restrictions. It's hoped that the event, which regularly attracts several thousand visitors, will go ahead in 2022.

PERFORMANCE MANAGEMENT FRAMEWORK

OUTCOME BASED MANAGEMENT FRAMEWORK

Broad high level government goals are supported at agency level by more specific desired outcomes. Agencies deliver services to achieve these desired outcomes, contributing to the achievement of the higher level government goals. The relationship between the government goals, agency level desired outcomes and associated services is tabulated below.

ChemCentre's effort is divided approximately 26% to the delivery of statutory services for government and 74% to fee-for-services activities delivered to government and private sectors.

Government Goal	Desired Outcome	Services
Future Jobs and Skills: Grow and diversify the economy, create jobs and support skills development	**Quality research and development** Key Effectiveness Indicators: Client satisfaction Contribution to scientific forums	**Service 1:** **Research and development** Key Efficiency Indicator: Publications per R&D FTE
Strong Communities: Safe communities and supported families	**Quality Scientific advice** Key Effectiveness Indicators: Client satisfaction Proficiency rating for the accredited services	**Service 2:** **Commercial and scientific information and advice** Key Efficiency Indicator: Average cost of providing commercial scientific information and advice per applicable FTE
	Quality emergency response Key Effectiveness Indicators: Average Mobilisation Time for emergency response incidents Availability of Emergency Response workforce to meet agreed inter-agency requirements	**Service 3:** **Emergency response management** Key Efficiency Indicator: Average cost to maintain an emergency response capability per Western Australian,

SHARED RESPONSIBILITIES WITH OTHER AGENCIES

ChemCentre's Emergency Response Service is largely delivered in support of the Department of Fire and Emergency Services.

ChemCentre also provides an extensive forensic science service to the WA Police and the Office of the State Coroner.

AGENCY PERFORMANCE

Auditor General

INDEPENDENT AUDITOR'S OPINION
2021
Chemistry Centre (WA)

To the Parliament of Western Australia

Report on the audit of the financial statements

Opinion

I have audited the financial statements of the Chemistry Centre (WA) (Centre) which comprise:

- the Statement of Financial Position at 30 June 2021, and the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial statements are:

- based on proper accounts and present fairly, in all material respects, the operating results and cash flows of the Chemistry Centre (WA) for the year ended 30 June 2021 and the financial position at the end of that period
- in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500

Basis for opinion

I conducted my audit in accordance with the Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of my report.

I am independent of the Centre in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional & Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial statements. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the Board for the financial statements

The Board is responsible for:

- keeping proper accounts
- preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions
- such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board is responsible for:

- assessing the entity's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the Western Australian Government has made policy or funding decisions affecting the continued existence of the Centre.

Auditor's responsibilities for the audit of the financial statements

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial statements. The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial statements is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

Report on the audit of controls

Opinion

I have undertaken a reasonable assurance engagement on the design and implementation of controls exercised by the Chemistry Centre (WA). The controls exercised by the Centre are those policies and procedures established by the Board to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions (the overall control objectives).

My opinion has been formed on the basis of the matters outlined in this report.

In my opinion, in all material respects, the controls exercised by the Chemistry Centre (WA) are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2021.

The Board's responsibilities

The Board is responsible for designing, implementing and maintaining controls to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities are in accordance with the *Financial Management Act 2006*, the Treasurer's Instructions and other relevant written law.

Auditor General's responsibilities

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the suitability of the design of the controls to achieve the overall control objectives and the implementation of the controls as designed. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3150 *Assurance Engagements on Controls* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements and plan and perform my procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the overall control objectives and were implemented as designed.

An assurance engagement involves performing procedures to obtain evidence about the suitability of the controls design to achieve the overall control objectives and the implementation of those controls. The procedures selected depend on my judgement, including an assessment of the risks that controls are not suitably designed or implemented as designed. My procedures included testing the implementation of those controls that I consider necessary to achieve the overall control objectives.

I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Limitations of controls

Because of the inherent limitations of any internal control structure, it is possible that, even if the controls are suitably designed and implemented as designed, once in operation, the overall control objectives may not be achieved so that fraud, error or non-compliance with laws and regulations may occur and not be detected. Any projection of the outcome of the evaluation of the suitability of the design of controls to future periods is subject to the risk that the controls may become unsuitable because of changes in conditions.

Report on the audit of the key performance indicators

Opinion

I have undertaken a reasonable assurance engagement on the key performance indicators of the Chemistry Centre (WA) for the year ended 30 June 2021. The key performance indicators are the Under Treasurer-approved key effectiveness indicators and key efficiency indicators that provide performance information about achieving outcomes and delivering services.

In my opinion, in all material respects, the key performance indicators of the Chemistry Centre (WA) are relevant and appropriate to assist users to assess the Centre's performance and fairly represent indicated performance for the year ended 30 June 2021.

Emphasis of Matter

As reported by Chemistry Centre (WA) in its report on Key Performance Indicators, the "Client Satisfaction" effectiveness indicators for the desired outcomes "Quality Research and Development" and "Quality Scientific Advice" are based on client surveys taken at 95% confidence level and sampling errors of ±9.59% and ±11.62% respectively. Chemistry Centre expressed confidence that the results remain reliable. My opinion is not modified in respect of this matter.

The Board's responsibilities for the key performance indicators

The Board is responsible for the preparation and fair presentation of the key performance indicators in accordance with the *Financial Management Act 2006* and the Treasurer's Instructions and for such internal control it determines necessary to enable the preparation of key performance indicators that are free from material misstatement, whether due to fraud or error.

In preparing the key performance indicators, the Board is responsible for identifying key performance indicators that are relevant and appropriate, having regard to their purpose in accordance with Treasurer's Instruction 904 *Key Performance Indicators*.

Auditor General's responsibilities

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the key performance indicators. The objectives of my engagement are to obtain reasonable assurance about whether the key performance indicators are relevant and appropriate to assist users to assess the entity's performance and whether the key performance indicators are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements relating to assurance engagements.

An assurance engagement involves performing procedures to obtain evidence about the amounts and disclosures in the key performance indicators. It also involves evaluating the relevance and appropriateness of the key performance indicators against the criteria and guidance in Treasurer's Instruction 904 for measuring the extent of outcome achievement and the efficiency of service delivery. The procedures selected depend on my judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments I obtain an understanding of internal control relevant to the engagement in order to design procedures that are appropriate in the circumstances.

I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

My independence and quality control relating to the reports on controls and key performance indicators

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

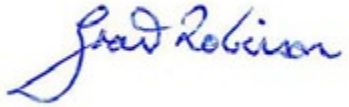
Other information

Those charged with governance are responsible for the other information. The other information is the information in the entity's annual report for the year ended 30 June 2021, but not the financial statements, key performance indicators and my auditor's report.

My opinions do not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

Matters relating to the electronic publication of the audited financial statements and key performance indicators

This auditor's report relates to the financial statements, controls and key performance indicators of the Chemistry Centre (WA) for the year ended 30 June 2021 included on the Centre's website. The Centre's management is responsible for the integrity of the Centre's website. This audit does not provide assurance on the integrity of the Centre's website. The auditor's report refers only to the financial statements, controls and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements, controls or key performance indicators. If users of the financial statements, controls and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to contact the entity to confirm the information contained in the website version of the financial statements, controls and key performance indicators.



Grant Robinson
Assistant Auditor General Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
27 August 2021

CERTIFICATION OF FINANCIAL STATEMENTS

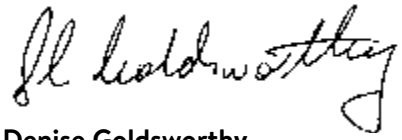
For the reporting period ended 30 June 2021

The accompanying financial statements of ChemCentre have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the reporting period ending 30 June 2021 and the financial position as at 30 June 2021.

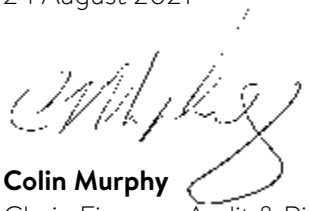
At the date of signing we are not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.

Stefan Anicic
Chief Finance Officer
24 August 2021

Peter McCafferty
Chief Executive Officer
24 August 2021



Denise Goldsworthy
Chair, ChemCentre Board
24 August 2021



Colin Murphy
Chair, Finance, Audit & Risk Management Committee
Member of ChemCentre Board
24 August 2021

STATEMENT OF COMPREHENSIVE INCOME

For the year ended 30 June 2021

	Notes	2021 $000	2020 $000
COST OF SERVICES			
Expenses			
Employee benefits expense	3.1(a)	15,032	15,358
Supplies and services	3.2	1,569	1,784
Depreciation and amortisation expense	5.1, 5.2 & 5.3	2,022	1,708
Finance cost	7.2	3	3
Accommodation expenses	3.2	5,664	6,519
Other expenses	3.2	4,160	4,625
Total cost of services		**28,450**	**29,997**
Income			
Provision of services	4.2	6,113	5,763
Interest revenue	4.3	18	49
Other revenue	4.4	11	20
Total income		**6,142**	**5,832**
NET COST OF SERVICES		**22,308**	**24,165**
Income from State Government			
Service appropriation	4.1	7,039	8,008
Resources received	4.1	12	13
Income from other public sector entities for services provided	4.1	15,496	15,208
Total Income from State Government		**22,547**	**23,229**
SURPLUS/(DEFICIT) FOR THE PERIOD		239	(936)
Income tax benefit/(expense)	9.9	(114)	105
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		**125**	**(831)**

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

STATEMENT OF FINANCIAL POSITION

As at 30 June 2021

	Notes	2021 $000	2020 $000
ASSETS			
Current Assets			
Cash and cash equivalents	7.3	5,112	3,964
Receivables	6.1	2,036	1,666
Prepayments	6.2	633	182
Total Current Assets		**7,781**	**5,812**
Non-Current Assets			
Property, plant and equipment	5.1	6,563	6,619
Right-of-use assets	5.2	99	120
Intangible assets	5.3	967	612
Sinking fund	6.2	2,351	2,152
Deferred tax asset	6.2, 9.9	1,167	1,291
Total Non-Current Assets		**11,147**	**10,794**
TOTAL ASSETS		**18,928**	**16,606**
LIABILITIES			
Current Liabilities			
Payables	6.3	1,030	1,371
Lease liabilities	7.1	53	51
Provisions	3.1(b)	2,826	2,579
Contract liability	6.4	346	489
Total Current Liabilities		**4,255**	**4,490**

STATEMENT OF FINANCIAL POSITION CONTINUED

As at 30 June 2021

	Notes	2021 $000	2020 $000
Non-Current Liabilities			
Lease liabilities	7.1	38	59
Provisions	3.1(b)	1,440	1,477
Deferred tax liability	9.9	26	36
Total Non-Current Liabilities		**1,504**	**1,572**
TOTAL LIABILITIES		**5,759**	**6,062**
NET ASSETS		**13,169**	**10,544**
EQUITY			
Contributed equity	9.7	18,526	16,026
Accumulated deficit		(5,357)	(5,482)
TOTAL EQUITY		**13,169**	**10,544**

The Statement of Financial Position should be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2021

	Notes	Contributed equity	Accumulated deficit	Total Equity
		$000	$000	$000
Balance at 1 July 2019		13,526	(4,693)	**8,833**
Changes in accounting policy				
Initial application of AASB 15		-	45	**45**
Initial application of AASB 16		-	(3)	**(3)**
Restated balance as at 1 July 2019		**13,526**	**(4,651)**	**8,875**
Surplus/(deficit)		-	(936)	**(936)**
Income tax expense		-	105	**105**
Total Comprehensive Income for the year		**-**	**(831)**	**(831)**
Transactions with owners in their capacity as owners:				
Capital appropriation	9.7	2,500	-	**2,500**
Total		**2,500**	**(831)**	**1,669**
Balance at 30 June 2020		**16,026**	**(5,482)**	**10,544**
Balance at 1 July 2020		16,026	(5,482)	**10,544**
Surplus/(deficit)		-	239	**239**
Income tax expense		-	(114)	**(114)**
Total Comprehensive Income for the year		-	**125**	**125**
Transactions with owners in their capacity as owners:				
Capital appropriation	9.7	2,500	-	**2,500**
Total		**2,500**	**125**	**2,625**
Balance at 30 June 2021		**18,526**	**(5,357)**	**13,169**

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

STATEMENT OF CASH FLOWS

For the year ended 30 June 2021

	Notes	2021 $000	2020 $000
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		7,039	8,008
Capital appropriation		2,500	2,500
Funds from other public sector entities for services provided		15,175	15,508
Net cash provided by State Government		**24,714**	**26,016**
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(14,819)	(14,838)
Accommodation		(6,356)	(6,610)
Finance costs		(3)	(3)
GST payments on purchases		(1,235)	(1,304)
GST payments to taxation authority		(702)	(828)
Other payments		(5,952)	(6,282)
Receipts			
Provision of services		5,944	5,603
GST receipts on services		2,112	2,111
Drawdown from sinking fund		-	548
Net cash provided by/(used in) operating activities		**(21,011)**	**(21,603)**
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Purchase of non-current physical assets		(2,500)	(2,514)
Net cash provided by/(used in) investing activities		**(2,500)**	**(2,514)**

STATEMENT OF CASH FLOWS CONTINUED

For the year ended 30 June 2021

	Notes	2021 $000	2020 $000
CASH FLOWS FROM FINANCING ACTIVITIES			
Payments			
Principal elements of lease		(55)	(64)
Net cash provided by/(used in) financing activities		**(55)**	**(64)**
Net increase/(decrease) in cash and cash equivalents		1,148	1,835
Cash and cash equivalents at the beginning of period		3,964	2,129
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	7.3	**5,112**	**3,964**

The Statement of Cash Flows should be read in conjunction with the accompanying notes.

SUMMARY OF CONSOLIDATED ACCOUNT APPROPRIATIONS

For the year ended 30 June 2021

	2021 Budget	2021 Supplementary Funding	2021 Revised Budget	2021 Actual	2021 Variance
	$000	$000	$000	$000	$000
Delivery of Services					
Item 69 Net amount appropriated to deliver services	6,788	-	6,788	6,788	-
Section 25 Transfer of service appropriation	-	-	-	-	-
Amount Authorised by Other Statutes					
Salaries and Allowances Act 1975	251	-	251	251	-
Total appropriations provided to deliver services	**7,039**	-	**7,039**	**7,039**	-
Capital					
Item 133 Capital Appropriations	2,500	-	2,500	2,500	-
GRAND TOTAL	**9,539**	**-**	**9,539**	**9,539**	**-**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2021

1. Basis of preparation

ChemCentre is a WA Government entity and is controlled by the State of Western Australia, which is the ultimate parent. ChemCentre is a not-for-profit entity (as profit is not its principal objective).

A description of the nature of its operations and its principal activities have been included in the 'Overview' which does not form part of these financial statements.

These annual financial statements were authorised for issue by the Accountable Authority of the agency on 24 August 2021.

Statement of compliance

These general-purpose financial statements have been prepared in accordance with:

1. The *Financial Management Act 2006* (FMA);
2. The Treasurer's Instructions (TIs);
3. Australian Accounting Standards (AASs) – Reduced Disclosure Requirements;
4. Where appropriate, those AAS paragraphs applicable for not-for-profit entities have been applied.

The FMA and the TIs take precedence over AAS. Several AAS are modified by the instructions to vary application, disclosure format and wording. Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial effect area disclosed in the notes to the financial statements.

Basis of preparation

These financial statements are presented in Australian dollars applying the accrual basis of accounting and using the historical cost convention. Certain balances will apply a different measurement basis (such as the fair value basis). Where this is the case the different measurement basis is disclosed in the associated note. All values are rounded to the nearest thousand dollars ($000).

Judgements and estimates

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements and estimates made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements and/or estimates are disclosed. Estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances.

Contributed equity

Australian Accounting Standard Board (AASB) Interpretation 1038 *Contribution by Owners Made to Wholly Owned Public Sector Entities* requires transfers, other than the result of a restructure of administrative arrangements, in the nature of equity contributions to be designated by the Government (the owner) as contributions by the owners (at the time of, or prior to transfer) before such transfers can be recognised as equity contributions. Capital contributions (appropriations) have been designated as contributions by owners by Treasury Instruction TI 955 *Contributions by Owners made to Wholly Owned Public Sector Entities* and have been credited directly to Contributed Equity.

2. Agency Outputs

How the Agency Operates

This section includes information regarding the nature of funding the agency receives and how this funding is utilised to achieve the agency's objectives.

2.1 Agency objectives

Mission

To provide chemical and forensic science services for a safe and prosperous Western Australia.

Services

ChemCentre provides the following services:

Service 1: Research and development

Service 2: Commercial and Scientific Information and Advice

Service 3: Emergency Response Management

2.2 Schedule of income and expenses by service

	Service 1 Research and Development	Service 1 Research and Development	Service 2 Commercial & Scientific Information and Advice	Service 2 Commercial & Scientific Information and Advice	Service 3 Emergency Response Management	Service 3 Emergency Response Management	Total	
	2021	2020	2021	2020	2021	2020	2021	2020
	$000	$000	$000	$000	$000	$000	$000	$000
COST OF SERVICES								
Expenses								
Employee benefits expense	1,446	1,158	12,517	13,181	1,069	1,019	15,032	15,358
Supplies and services	151	135	1,306	1,531	112	118	1,569	1,784
Depreciation and amortisation expense	194	129	1,684	1,466	144	113	2,022	1,708
Finance cost	-	-	3	3		-	3	3
Accommodation expenses	545	492	4,716	5,595	403	432	5,664	6,519
Other expenses	400	798	3,464	3,520	296	307	4,160	4,625
Total cost of services	**2,736**	**2,712**	**23,690**	**25,296**	**2,024**	**1,989**	**28,450**	**29,997**
Income								
Provision of services	1,248	1,509	4,865	4,254	-	-	6,113	5,763
Interest revenue	-	-	18	49	-	-	18	49
Other income	-	-	11	20	-	-	11	20
Total income	**1,248**	**1,509**	**4,894**	**4,323**	**-**	**-**	**6,142**	**5,832**
NET COST OF SERVICES	**1,488**	**1,203**	**18,796**	**20,973**	**2,024**	**1,989**	**22,308**	**24,165**
INCOME FROM STATE GOVERNMENT								
Service appropriation	1,188	1,175	5,327	6,344	524	489	7,039	8,008
Resources received	-	-	12	13	-	-	12	13
Income from other public sector entities for services provided	300	28	13,696	13,680	1,500	1,500	15,496	15,208
Total income from State Government	**1,488**	**1,203**	**19,035**	**20,037**	**2,024**	**1,989**	**22,547**	**23,229**
SURPLUS/(DEFICIT) FOR THE PERIOD	**-**	**-**	**239**	**(936)**	**-**	**-**	**239**	**(936)**
Income tax benefit/(expense)	-	-	(114)	105	-	-	(114)	105
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD	**-**	**-**	**125**	**(831)**	**-**	**-**	**125**	**(831)**

3. Use of our funding

Expenses incurred in the delivery of services

This section provides additional information about how ChemCentre's funding is applied and the accounting policies that are relevant for an understanding of the items recognised in the financial statements. The primary expenses incurred by the agency in achieving its objectives and the relevant notes are:

	Notes	2021	2020
		$000	$000
Employee benefits expense	3.1(a)	15,032	15,358
Employee benefits provision	3.1(b)	4,266	4,056
Other expenditure	3.2	11,393	12,928

3.1(a) Employee benefits expenses

	2021	2020
	$000	$000
Wages and salaries	11,832	12,262
Superannuation – defined contribution plans[(a)]	1,371	1,359
Long service leave	600	554
Annual leave	1,229	1,183
	15,032	**15,358**

(a) Defined contribution plans include West State Superannuation Scheme (WSS), Gold State Superannuation Scheme (GSS), Government Employee Superannuation Board Schemes (GESBs) and other eligible funds.

Wages and Salaries: Employee expenses include all costs related to employment including wages and salaries, fringe benefit tax, leave entitlements and Workcover premiums.

Termination benefits: Payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when ChemCentre is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the end of the reporting period are discounted to present value.

Superannuation: The amount recognised in profit or loss of the Statement of Comprehensive Income comprises employer contributions paid to the GSS (concurrent contributions), the WSS, the GESBs, or other superannuation funds.

GSS is a defined benefit scheme for the purpose of employees and whole-of-government reporting. It is however a defined contribution plan for ChemCentre purposes because the concurrent contributions (defined contributions) made by ChemCentre to GESB extinguishes ChemCentre's obligations to the related superannuation liability.

ChemCentre does not recognise any defined benefit liabilities because it has no legal or constructive obligation to pay future benefits relating to its employees. The Liabilities for the unfunded Pension Scheme and the unfunded GSS transfer benefits attributable to members who transferred from the Pension Scheme, are assumed by the Treasurer. All other GSS obligations are funded by concurrent contributions made by ChemCentre to the GESB.

The GESB and other fund providers administer public sector superannuation arrangements in Western Australian in accordance with legislative requirements. Eligibility criteria for membership in particular schemes for public sector employees vary according to commencement and implementation dates.

3.1(b) Employee benefits provisions

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave for services rendered up to the reporting date and recorded as an expense during the period the service are delivered.

	2021 $000	2020 $000
Current		
Employee benefits provisions		
Annual leave [a][c]	1,386	1,389
Long service leave [b][c]	1,292	1,055
	2,678	2,444
Other provisions		
Employment on-costs [c]	148	135
Total current employee related provisions	**2,826**	**2,579**
Non-current		
Employee benefit provisions		
Long service leave [b][c]	1,366	1,400
Other provisions		
Employment on-costs[c]	74	77
Total non-current employee related provisions	**1,440**	**1,477**
Total employee related provisions	**4,266**	**4,056**

a) Annual leave liabilities have been classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2021 $000	2020 $000
Within 12 months of the end of the reporting period	1,039	986
More than 12 months after the end of the reporting period	347	403
	1,386	**1,389**

b) Long service leave liabilities have been classified as current where there is no unconditional right to defer settlement for at least 12 months after balance sheet date. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2021 $000	2020 $000
Within 12 months of the end of the reporting period	513	405
More than 12 months after the end of the reporting period	2,145	2,050
	2,658	**2,455**

c) The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including workers' compensation premiums and payroll tax. The provision is measured at the present value of expected future payments. Employment on-costs, including worker's compensation insurance, are not employee benefits and are recognised separately as liabilities and expenses when the employment to which they related has occurred. The related liability is included in 'Employment on-costs provision'.

3.2 Other expenditures

	2021 $000	2020 $000
Supplies and Services		
Communications	6	6
Consumables	1,534	1,709
Materials	10	19
Travel	19	50
	1,569	**1,784**
Accommodation expenses		
Property rent	4,369	4,369
Property outgoings	675	639
Repairs and maintenance	161	961
Utilities	459	550
	5,664	**6,519**
Other expenses		
Equipment repairs and maintenance	1,327	1,170
IT & network maintenance	161	129
External laboratory services	685	686
Postage, printing and stationery	153	150
Motor vehicle	17	14
Expected credit losses expense	(4)	11
Payroll tax	835	842
Professional services and research costs	360	880
Staff training and miscellaneous staff expenses	101	158
Other minor expenses	525	585
	4,160	**4,625**
Total other expenditure	**11,393**	**12,928**

Supplies and services: Supplies and services are recognised as an expense in the reporting period in which they are incurred.

Accommodation expenses: Lease payments for the lease of the Agency's main facility at Curtin University to Government Office Accommodation are not within scope of *AASB 16 Leases* and are expensed as incurred. Utility, property outgoing, repairs and maintenance costs are recognised as an expense as incurred.

Other expenses: Other expenditures generally represent the day-to-day running costs incurred in normal operations.

Expected credit losses is an allowance of trade receivables and is measured at the lifetime expected credit losses at each reporting date based on its historical credit loss experience, adjusted for forward-looking factors specific to the debtors and the economic environment. Please refer to note 6.1.1 Movement in the allowance for impairment of trade receivables.

4. Other funding sources

This section provides additional information about how ChemCentre obtains its funding and the relevant accounting policy notes that govern the recognition and measurement of this funding. The primary income received by ChemCentre and the relevant notes are:

	Notes	2021 $000	2020 $000
Income from State Government	4.1	22,547	23,229
Provision of services	4.2	6,113	5,763
Interest revenue	4.3	18	49
Other revenue	4.4	11	20

4.1 Income from State Government

	2021 $000	2020 $000
Appropriations received during the period:		
- Salaries and Allowance Act 1975	251	251
- Service Appropriation	6,788	7,757
Total appropriation received	**7,039**	**8,008**
Resources received from other public sector entities during the period:		
- Service received free of charge	12	13
Total resources received	**12**	**13**
Income for services provided to other public sector entities	15,496	15,208
Total income for services provided to other public sector entities	**15,496**	**15,208**
Total income from State Government	**22,547**	**23,229**

Service Appropriations are recognised as income at fair value of consideration received in the period in which ChemCentre gains control of the appropriated funds at the time those funds are deposited in the bank account.

Resources received from other public sector entities are recognised as income (and assets or expenses) equivalent to the fair value of the assets or services that can be reliably determined and which would have been purchased if not donated.

Income for services provided to other public sector entities represents a range of services provided including chemical analyses, research and advice on a fees for service basis. Revenue for services and funding agreed to on an annual MOU basis is recognised over time, representing the series of services provided over the financial year and the agreed performance obligations met over time. Routine chemical analyses provided is recognised at a point-in-time, with the performance obligation satisfied when the reporting of testing results is provided to the entity.

4.2 Provision of service

	2021 $000	2020 $000
Income for service provide to non-public sector entities	6,113	5,763
	6,113	**5,763**

Revenue is recognised at the transaction price when ChemCentre transfers control of the services to customers. Revenue is recognised for the major activities as follows:

- Routine chemical analyses revenue is recognised at a point-in-time. Performance obligations for these fees and charges are satisfied when the reporting of testing results is provided to the client.
- Research activity revenue recognition is assessed on a case by case basis and is dependent on the terms of the project agreement, funding arrangements including rights to receive payment for research performance to date and the nature of services being performed. For each obligation, ChemCentre determines whether the obligation would be satisfied over time or at a point in time. For an obligation that is satisfied over time ChemCentre recognises revenue in line with its measurement of progress towards complete satisfaction of the obligation. This measurement may be based on observable output methods such as milestones achieved or on input methods such as labour hours expended or resources consumed.

4.3 Interest revenue

	2021	2020
	$000	$000
Interest revenue	18	49
	18	**49**

4.4 Other revenue

	2021	2020
	$000	$000
Services received free of charge [(a)]	-	10
Salary Packaging recoveries	11	10
	11	**20**

(a) Relates to services provided by volunteers for ChemCentre Open Day.

Where assets or services have been received free of charge or for nominal cost, ChemCentre recognises income equivalent to the fair value of the assets and/or the fair value of those services that can be reliably determined and which would have been purchased if not donated.

5. Key Assets

Assets ChemCentre utilised for economic benefit or service potential

This section includes information regarding the key assets ChemCentre utilises to gain economic benefits or provide service potential. The section sets out both the key accounting policies and financial information about the performance of these assets:

	Notes	2021	2020
		$000	$000
Property, plant and equipment	5.1	6,563	6,619
Right-of-use assets	5.2	99	120
Intangibles	5.3	967	612

5.1 Property, plant and equipment

	Plant & scientific equipment	Office equipment	Work in progress	Total
	$000	$000	$000	$000
1 July 2020				
Gross carrying amount	17,254	1,826	660	19,740
Accumulated depreciation	(11,640)	(1,481)	-	(13,121)
Carrying amount at start of period	**5,614**	**345**	**660**	**6,619**
Additions	1,301	103	190	1,594
Transfers from work in progress	660	-	(660)	-
Disposals	(11)	-	-	(11)
Depreciation	(1,457)	(182)	-	(1,639)
Carrying amount at 30 June 2021	**6,107**	**266**	**190**	**6,563**
Gross carrying amount	17,706	1,637	190	19,533
Accumulated depreciation	(11,599)	(1,371)	–	(12,970)

Initial recognition and measurement

Items of property, plant and equipment costing $400 or more are measured initially recognised at cost. Where an asset is acquired for no cost or significantly less than fair value, the cost is valued at its fair value at the date of acquisition. Items of property, plant and equipment costing less than $400 are immediately expensed direct to the Statement of Comprehensive Income other than where they form part of a group of similar items which are significant in total.

Subsequent measurement

After recognition as an asset, ChemCentre uses the cost model for all property, plant and equipment. All items of property, plant and equipment are carried at cost less accumulated depreciation and accumulated impairment losses, if any.

5.1.1 Depreciation charge for the period

	2021 $000	2020 $000
Plant and scientific equipment	1,457	1,237
Office equipment	182	145
Total depreciation for the period	**1,639**	**1,382**

Finite useful lives

All non-current assets that have a limited useful life are systematically depreciated over their estimated useful lives in a manner that reflects the consumption of their future economic benefits.

Depreciation on assets is calculated using the straight-line method, using rates which are reviewed annually. Estimated useful lives for each class of depreciable asset are:

Plant & Scientific equipment	7-10 years
Office equipment	5 years

Impairment of assets

Plant and equipment and intangible assets are tested for any indication of impairment at the end of each reporting year. Where there is an indication of impairment, the recoverable amount is estimated. Where the recoverable amount is less than the carrying amount, the asset is considered impaired and is written down to the recoverable amount and an impairment loss is recognised in profit or loss. Unless an asset has been identified as a surplus asset, the recoverable amount is the higher of an asset's fair value less costs to sell and depreciated replacement cost.

If there is an indication that there has been a reversal in impairment, the carrying amount shall be increased to its recoverable amount. However, this reversal should not increase the asset's carrying amount above what would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

The risk of impairment is generally limited to circumstances where an asset's depreciation is materially understated, where the replacement cost is falling or where there is a significant change in useful life. Each relevant class of assets is reviewed annually to verify that the accumulated depreciation and amortisation reflects the level of consumption or expiration of asset's future economic benefits and to evaluate any impairment risk from falling replacement costs.

5.2 Right-of-use assets (ROU)

	2021 $000	2020 $000
Accommodation	39	68
Vehicles	60	52
Net carrying amount	**99**	**120**

Additions to right-of-use assets during the 2021 financial year were $37,006 (2020: $3,382).

Initial recognition

Right-of-use assets are measured at cost including the followings:

- The amount of the initial measurement of lease liability;
- Any lease payments made at or before the commencement date less any lease incentives received;
- Any initial direct costs; and
- Restoration costs including dismantling and removing the underlying assets.

Subsequent Measurement

The cost model is applied for subsequent measurement of right-of-use assts, requiring the asset to be carried at cost less any accumulated depreciation and accumulated impairment losses and adjusted for any re-measurement of lease liability.

Depreciation and impairment of right-of-use assets

Right-of-use assets are depreciated on a straight-line basis over the shorter of the asset's useful life and the lease term.

If ownership of the leased asset transfer to the Agency at the end of the lease term or the cost reflects the exercise of a purchase option, depreciation is calculated using the estimated useful life of the asset.

Right-of-use assets are tested for impairment when an indication of impairment is identified. The policy in connection with testing for impairment is outlined in note 5.1.1.

5.2.1 Depreciation charge of ROU

	2021 $000	2020 $000
Accommodation	29	29
Motor Vehicles	28	35
Total right-of-use-asset depreciation	**57**	**64**
Lease interest expense	3	3
Total amount recognised in the statement of comprehensive income	**60**	**67**

The total cash outflow for leases in 2021 was $58,989 (2020: $66,249).

The agency's leasing activities and how these are accounted for:

ChemCentre has leases for vehicles with State Fleet and for accommodation with Department of Mines, Industry Regulation and Safety. These leases are recognised as right-of-use assets and associated lease liabilities in the Statement of Financial Position. The corresponding lease liabilities in relation to these right-of-use assets have been disclosed in note 7.1.

The agency has also entered into a Memorandum of Understanding Agreements with the Department of Finance for the leasing of office accommodation. These are not recognised under AASB 16 because of substitution rights held by the Department of Finance and are accounted for as an expense as incurred.

5.3 Intangible assets

	Software $000
1 July 2020	
Gross carrying amount	3,955
Accumulated amortisation	(3,343)
Carrying amount at start of period	**612**
Additions	694
Impairment losses	(13)
Amortisation expense	(326)
Carrying amount at 30 June 2021	**967**
Gross carrying amount	4,621
Accumulated amortisation expense	(3,654)

Initial recognition

Intangible assets are initially recognised at cost. For assets acquired at significantly less than fair value, the cost is their fair value at date of acquisition.

An internally generated intangible asset arising from development (or from the development phase of an internal project) is recognised if, and only if, all of the following are demonstrated:

a) the technical feasibility of completing the intangible asset so that it will be available for use or sale;
b) an intention to complete the intangible asset, and use or sell it;
c) the ability to use or sell the intangible asset;
d) the intangible asset will generate probably future economic benefit;
e) the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and
f) the ability to measure reliably the expenditure attributable to the intangible asset during its development.

Acquisition of intangible assets costing $400 or more and internally generated intangible assets costing $50,000 or more that comply with the recognition criteria as per AASB 138.57 (as noted above) are capitalised. Costs incurred of less than these amounts are immediately expensed directly to the Statement of Comprehensive Income.

Subsequent Measurement

The cost model is applied for subsequent measurement requiring the asset to be carried at cost less any accumulated amortisation and accumulated impairment losses.

Computer software

Software that is an integral part of the related hardware is treated as property, plant and equipment. Software that is not an integral part of the related hardware is treated as an intangible asset. Software costing less than $400 is expensed in the year of acquisition.

5.3.1. Amortisation charge for the period

	2021	2020
	$000	$000
Software	326	262
Total amortisation for the period	**326**	**262**

As of 30 June 2021, there were no indications of impairment to intangible assets.

ChemCentre held no goodwill or intangible assets with an indefinite useful life during the reporting period. At the end of the reporting period there were no intangible assets not yet available for use.

Amortisation for intangible assets with finite useful lives is calculated for the period of the expected benefit (estimated useful life) on the straight-line basis using rates which are reviewed annually. All intangible assets controlled by ChemCentre have a finite useful life and zero residual value.

The expected useful lives for each class of intangible asset are:

Software[(a)] 5 years

a) Software that is not integral to the operation of any related hardware.

6. Other assets and liabilities

This section sets out those assets and liabilities that arose from ChemCentre's controlled operations and includes other assets utilised for economic benefits and liabilities incurred during normal operations:

	Notes	2021	2020
		$000	$000
Receivables	6.1	2,036	1,666
Other assets	6.2	4,151	3,625
Payables	6.3	1,030	1,371
Other liabilities	6.4	346	489

6.1 Receivables

	2021	2020
	$000	$000
Trade receivables	1,341	856
Allowance for impairment of trade receivables	(12)	(18)
Contract assets	499	581
GST receivable	208	247
Total current receivables	**2,036**	**1,666**

ChemCentre does not hold any collateral or other credit enhancements as security for receivables.

Receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

6.1.1 Movement of the allowance for impairment of receivables

	2021 $000	2020 $000
Reconciliation of changes in the allowance for impairment of receivables:		
Balance at start of period	(18)	(9)
Amounts written off during the year	2	1
Expected credit losses (expense)/credit	4	(10)
Amount recovered during the period	-	-
Balance at end of period	**(12)**	**(18)**

The collectability of receivables is reviewed on an ongoing basis and any receivables identified as uncollectable are write-off against the allowance account. The allowance for impairment of trade receivables is raised when there is objective evidence that ChemCentre will not be able to fully collect a debt and is otherwise based on historical credit loss experience for trade receivables used to estimate the lifetime expected credit losses.

6.2 Other assets

	2021 $000	2020 $000
Current		
Prepayment	633	182
	633	**182**
Non-current		
Sinking fund	2,351	2,152
Deferred tax assets	1,167	1,291
	3,518	**3,443**
Total other assets	**4,151**	**3,625**

The **Sinking Fund** balance represents the accumulation of a $0.26m annual bond paid to the landlord i.e. Curtin to provide for required building maintenance as set out in the lease contract. It is refundable upon ChemCentre vacating the premises after offsetting the cost of any remediation to the premises required.

As a National Tax Equivalent Regime (NTER) registered Government organisation, ChemCentre applies all relevant taxation laws applicable to private business. **Deferred tax assets** represent mainly the timing difference of employment entitlements.

6.3 Payables

	2021 $000	2020 $000
Trade payables	220	412
GST payable	239	166
Accrued expenses	247	473
Accrued employee benefits expense	324	320
Total current receivables	**1,030**	**1,371**

Payables are recognised at the amounts payable when the agency becomes obliged to make future payments as a result of a purchase of assets or services. The carrying amount is equivalent to fair value as settlement is generally within 30 days.

Accrued employee benefits expense represents the amount due to staff but unpaid at the end of the reporting period. Accrued salaries are settled within a fortnight after the reporting period. The agency considers the carrying amount of accrued salaries to be equivalent to its fair value.

6.4 Contract Liability

	2021 $000	2020 $000
Reconciliation of changes in contract liabilities		
Opening balance	489	601
Additions	1,349	1,290
Revenue recognised in the reporting period	(1,492)	(1,402)
Balance at end of period	**346**	**489**
Current	**346**	**489**
Non-Current	**-**	**-**

ChemCentre's contract liabilities relate to payments for research activities and contracted analytical work yet to be performed at the end of the reporting period.

7. Financing

7.1 Lease liabilities

	2021 $000	2020 $000
Current	53	51
Non-current	38	59
	91	**110**

Initial measurement

The agency measures a lease liability, at the commencement date, at the present value of the lease payments that are not paid at the date. The lease payments were discounted using the interest rate implicit in the lease. If that rate cannot be readily determined, ChemCentre uses the incremental borrowing rate provided by Western Australian Treasury Corporation.

Lease payments included by ChemCentre as part of the present value calculation of lease liability include:

- Fixed payments (including in-substance fixed payments), less any lease incentives receivable;
- Payments for penalties for terminating a lease, where the lease term reflects the agency exercising an option to terminate the lease.

The interest on the lease liability is recognised in profit or loss over the lease term so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period. Lease liabilities do not include any future changes in variable lease payments (that depend on an index or rate) until they take effect, in which case the lease liability will be reassessed and adjusted against the right-of-use asset.

Periods covered by extension or termination options are only included in the lease term by ChemCentre if the lease is reasonably certain to be extended (or not terminated).

This section should be read in conjunction with note 5.2 Right of Use Assets.

Subsequent Measurement

Lease liabilities are measured by increasing the carrying amount to reflect interest on the lease liabilities; reducing the carrying amount to reflect the lease payments made; and remeasuring the carrying amount at amortised cost, subject to adjustments to reflect any reassessment or lease modifications.

7.2 Finance costs

	2021 $000	2020 $000
Lease interest expense	3	3
Finance costs expensed	**3**	**3**

Finance cost expensed relates to the interest component of lease liability repayments.

7.3 Cash and cash equivalents

	2021 $000	2020 $000
Cash and cash equivalents	4,766	3,475
Restricted cash and cash equivalents[a]	346	489
	5,112	**3,964**

a) Payments received in advance of work being completed.

7.4 Capital commitments

	2021 $000	2020 $000
Within 1 year	398	381
	398	**381**

Capital expenditure commitments, being contracted capital expenditure additional to the amounts reported in the financial statements.

8. Risks and Contingencies

This note sets out the key risk management policies.

8.1 Financial risk management

The carrying amounts of each of the following categories of financial assets and financial liabilities at the end of the reporting period are:

	2021 $000	2020 $000
Financial Assets		
Cash and cash equivalents	5,112	3,964
Sinking fund and receivables [a]	4,179	3,571
Total financial assets	**9,291**	**7,535**
Financial Liabilities		
Financial liabilities measured at amortised cost [b]	882	1,315
Total financial liabilities	**882**	**1,315**

a) Total amount of receivables excludes GST recoverable from the ATO.
b) Total amount of financial liabilities excludes GST payable to the ATO.

8.2 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the statement of financial position but are disclosed and, if quantifiable, are measured at nominal value. ChemCentre does not have contingent assets and liabilities.

8.3 Events occurring after the end of the reporting period

There were no known events occurring after the end of the reporting period and up to the date of this report.

9. Other disclosures

This section includes additional material disclosures required by accounting standards or other pronouncements, for the understanding of this financial report.

	Notes
Key management personnel	9.1
Related party transactions	9.2
Related bodies	9.3
Affiliated bodies	9.4
Special purpose accounts	9.5
Remuneration of auditors	9.6
Equity	9.7
Supplementary financial information	9.8
Tax equivalent	9.9
Explanatory statement	9.10

9.1 Key Management Personnel

ChemCentre has determined key management personnel to include cabinet ministers, board members, and senior officers of the agency. ChemCentre does not incur expenditures to compensate Ministers and those disclosures may be found in the *Annual Report on State Finances*.

The total fees, salaries, superannuation, non-monetary benefits and other benefits for Board of Directors of the agency for the reporting period are presented within the following bands:

Compensation band ($)	2021	2020
0 - 10,000[a]	2	2
10,001 – 20,000	4	4
20,001 – 30,000	1	1
30,001 – 40,000	1	1

	2021	2020
	$000	$000
Short-term employee benefits	121	121
Post-employment benefits	12	12
Total compensation of members of the accountable authority	**133**	**133**

(a) A single board member retired and was replaced in each of the 2019-20 and 2020-21 financial years.

The total fees, salaries, superannuation, non-monetary benefits and other benefits for senior officers of the agency for the reporting period are presented within the following bands:

Compensation band ($)	2021	2020
150,001 – 160,000	-	1
160,001 – 170,000	2	-
200,001 – 210,000	-	2
210,001 – 220,000	1	-
230,001 – 240,000	-	1
240,001 – 250,000	1	-

	2021	2020
	$000	$000
Short-term employee benefits	777	768
Post-employment benefits	96	89
Other long-term benefits	(84)	(52)
Total compensation of senior officers	**789**	**805**

9.2 Related party transactions

ChemCentre is a wholly owned public-sector entity that is controlled by of the State of Western Australia.

Related parties of the agency include:

- all Cabinet ministers and their close family members, and their controlled or jointly controlled entities;
- all senior officers and their close family members, and their controlled or jointly controlled entities;
- other departments and statutory authorities, including related bodies, that are included in the whole of government consolidated financial statements (i.e. wholly-owned public sector entities); and
- the Government Employees Superannuation Board (GESB).

Significant Transactions with Government-related entities

In conducting its activities, the agency is required to transact with the State and entities related to the State. These transactions are generally based on the standard terms and conditions that apply to all agencies. Such transactions include:

- income from State Government (Note 4.1);
- equity contributions (Note 9.7);
- superannuation payments to GESB (Note 3.1(a));
- lease rentals payments to the Department of Finance (Government Office Accommodation and State Fleet) (Note 3.2);
- insurance payments to the Insurance Commission and Risk Cover fund (Note 3.2);
- payment for payroll services provided by Department of Mines, Industry Regulation and Safety (Note 3.2);
- remuneration for services provided by the Auditor General (Note 9.6).

Material transactions with other related parties

Outside of normal citizen type transactions with the agency, there were no other related party transactions that involved key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

9.3 Related bodies

ChemCentre does not have any related bodies.

9.4 Affiliated bodies

ChemCentre does not have any affiliated bodies.

9.5 Special purpose accounts

ChemCentre does not operate any special purpose accounts.

9.6 Remuneration of auditors

Remuneration paid or payable to the Auditor General in respect of the audit for the current financial year is as follows:

	2021 $000	2020 $000
Auditing the accounts, financial statements, controls, and key performance indicators	50	48

9.7 Equity

The Western Australian Government holds the equity interest in ChemCentre on behalf the community. Equity represents the residual interest in the net assets of ChemCentre.

	2021 $000	2020 $000
Contributed equity		
Balance at the start of the year	**16,026**	**13,526**
Contributions by owners		
Equity Contribution	2,500	2,500
Total contributions by owners	**18,526**	**16,026**
Retained earnings		
Balance at start of year	(5,482)	(4,693)
Initial application of AASB 15	-	45
Initial application of AASB 16	-	(3)
Restated balance as start of year	(5,482)	(4,651)
Result for the year	125	(831)
Balance at end of period	**(5,357)**	**(5,482)**
Total equity at end of year	**13,169**	**10,544**

9.8 Supplementary financial information

(a) Write-offs

During the financial year, the following bad debts and property was written off under the authority of:

	2021 $000	2020 $000
The Accountable Authority	2	5
The Minister	-	-
	2	**5**

b) Losses through theft, defaults and other causes

	2021 $000	2020 $000
Losses of public money and public and other property through theft or default	-	-
Amounts recovered	-	-
	-	**-**

b) Gifts of public property

	2021 $000	2020 $000
Gifts of public property provided by the Agency	-	-
	-	**-**

9.9 Taxation Equivalent

	2021 $000	2020 $000
(a) Income tax expense		
Current income tax	-	-
Deferred tax	(53)	(105)
Change in tax rates from 30% to 26%	167	-
Net current and deferred tax transferred to Income Statement	**114**	**(105)**
(b) Reconciliation of income tax expense		
Profit from continuing operations before income tax expense	239	(936)
Tax equivalent at the Australian tax rate of 26% (2020: 30%)	62	(281)
Tax effect of amounts which are not deductible /(taxable) in calculating taxable income:		
Tax Loss not to be recognised	-	175
Re-recognition of tax loss	(115)	-
Change in tax rates from 30% to 26%	167	-
Entertainment	-	1
	114	**(105)**
(c) Current tax liability		
Opening balance	-	-
Prior year under/(over) provision	-	-
Closing balance	-	-

	30 June 2021	CY Income tax (expense)/ benefit	30 June (restated with new tax rates)	Income tax (expense)/ benefit due to tax rate change	30 June 2020
	$000	$000	$000	$000	$000
(d) Deferred tax assets					
Provision for doubtful debts	3	(1)	4	(1)	5
Accrued expenses	31	–	31	(5)	36
Provision for employee entitlements	1,109	54	1,055	(162)	1,217
Right-of-Use leasing liabilities	24	(5)	29	(4)	33
	1,167	**48**	**1,119**	**(172)**	**1,291**
Deferred tax liabilities					
Right-of-Use leasing assets	(26)	5	(31)	5	(36)
	(26)	**5**	**(31)**	**5**	**(36)**
Net deferred tax balance	**1,141**	**53**	**1,088**	**(167)**	**1,255**

	2021	2020
	$000	$000
(e) Deferred tax assets not recognised		
Deferred tax assets have not been recognised in relation to the following matters:		
Non-refundable carry forward R&D tax offsets	-	-
Carried forward tax losses	1,373	1,717
	1,373	**1,717**

9.10 Explanatory statement

All variance between estimates (original budget) and actual results for 2021, and between the actual results for 2021 and 2020 are shown below. Narratives are provided for key major variances which are greater than 10% and 1% of Total Cost of Services budgeted ($286,780) for the Statement of Comprehensive Income and Statement of Cash Flows, and are greater than 10% and 1% of Total Assets for the previous year ($166,060) for the Statement of Financial Position.

9.10.1 Statement of Comprehensive Income Variances

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
COST OF SERVICES						
Expenses						
Employee benefits expense		14,832	15,032	15,358	200	(326)
Supplies and services		1,543	1,569	1,784	26	(215)
Depreciation and amortisation expense	1	2,033	2,022	1,708	(11)	314
Accommodation expenses	2	5,705	5,664	6,519	(41)	(855)
Finance costs		5	3	3	(2)	-
Other expenses	3	4,560	4,160	4,625	(400)	(465)
Total cost of services		**28,678**	**28,450**	**29,997**	**(228)**	**(1,547)**
Income						
Provision of Services		5,746	6,113	5,763	367	350
Interest Revenue		60	18	49	(42)	(31)
Other Revenue		11	11	20	-	(9)
Total Income		**5,817**	**6,142**	**5,832**	**325**	**310**

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
NET COST OF SERVICES		**22,861**	**22,308**	**24,165**	**553**	**1,857**
Income from State Government						
Service appropriation	4	7,039	7,039	8,008	-	(969)
Resources received		-	12	13	12	(1)
Income from other public sector entities	5	14,629	15,496	15,208	867	288
Total Income from State Government		**21,668**	**22,547**	**23,229**	**879**	**(682)**
SURPLUS/(DEFICIT) FOR THE PERIOD		**(1,193)**	**239**	**(936)**	**1,432**	**1,175**
Income tax benefit/(expense)		80	(114)	105	(194)	(219)
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		**(1,113)**	**125**	**(831)**	**1,238**	**956**

9.10.2 Statement of Financial Position Variances

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
ASSETS						
Current Assets						
Cash and cash equivalents		4,349	5,112	3,964	763	1,148
Prepayments	6	182	633	182	451	451
Receivables		1,697	2,036	1,666	339	370
Total Current Assets		6,228	7,781	5,812	1,553	1,969
Non-Current Assets						
Property, plant and equipment		7,158	6,563	6,619	(595)	(56)
Right-of-use assets		95	99	120	4	(21)
Intangible assets	7	598	967	612	369	355
Sinking Fund		2,467	2,351	2,152	(116)	199
Deferred Tax Asset	8	1,371	1,167	1,291	(204)	(124)
Total Non-Current Assets		**11,689**	**11,147**	**10,794**	**(542)**	**353**
TOTAL ASSETS		**17,917**	**18,928**	**16,606**	**1,011**	**2,322**

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
LIABILITIES						
Current Liabilities						
Payables		1,320	1,030	1,371	290	(341)
Provisions		2,579	2,826	2,579	(247)	247
Lease liabilities		51	53	51	(2)	2
Contract liability		489	346	489	143	(143)
Total Current Liabilities		**4,439**	**4,255**	**4,490**	**184**	**(253)**
Non-Current Liabilities						
Provisions		1,477	1,440	1,477	37	(37)
Lease liabilities		34	38	59	(4)	(21)
Deferred tax liability		36	26	36	10	(10)
Total Non-Current Liabilities		**1,547**	**1,504**	**1,572**	**43**	**(68)**
TOTAL LIABILITIES		**5,986**	**5,759**	**6,062**	**227**	**(303)**
NET ASSETS		**11,931**	**13,169**	**10,544**	**(1,238)**	**2,625**
EQUITY						
Contributed equity		18,526	18,526	16,026	-	2,500
Retained earnings		(6,595)	(5,357)	(5,482)	(1,238)	125
TOTAL EQUITY		**11,931**	**13,169**	**10,544**	**1,238**	**2,625**

9.10.3 Statement of Cash Flows Variances

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
CASH FLOWS FROM STATE GOVERNMENT						
Service appropriation	4	7,039	7,039	8,008	-	(969)
Capital appropriation		2,500	2,500	2,500	-	-
Funds from other public sector entities	5	14,629	15,175	15,508	546	(333)
Net cash provided by State Government		**24,168**	**24,714**	**26,016**	**546**	**(1,302)**
CASH FLOWS FROM OPERATING ACTIVITIES						
Payments						
Employee benefits		(14,826)	(14,819)	(14,838)	7	19
Accommodation		(5,937)	(6,356)	(6,610)	(419)	254
GST payments on purchases		(1,081)	(1,235)	(1,304)	(154)	69
GST payments to taxation authority		(906)	(702)	(828)	204	126
Finance costs		(5)	(3)	(3)	2	-
Other payments		(6,172)	(5,952)	(6,282)	220	330
Receipts						
Provision of services		5,716	5,944	5,603	228	341
GST receipts on services		1,986	2,112	2,111	126	1
Drawdown from sinking fund	2	-	-	548	-	(548)
Net cash provided by/(used in) operating activities		**(21,225)**	**(21,011)**	**(21,603)**	**214**	**592**

	Notes	Original Budget 2021 $000	Actual 2021 $000	Actual 2020 $000	Variance between budget and actual $000	Variance between actual results for 2021 and 2020 $000
CASH FLOWS FROM INVESTING ACTIVITIES						
Payments						
Purchase of non-current assets		(2,500)	(2,500)	(2,514)	-	14
Net cash provided by/(used in) investing activities		**(2,500)**	**(2,500)**	**(2,514)**	**-**	**14**
CASH FLOWS FROM FINANCING ACTIVITIES						
Payments						
Principal elements of lease		(58)	(55)	(64)	3	9
Net cash provided by/(used in) financing activities		**(58)**	**(55)**	**(64)**	**3**	**9**
Net increase/(decrease) in cash and cash equivalents		385	1,148	1,835	763	(687)
Cash and cash equivalents at the beginning of period		3,964	3,964	2,129	-	1,835
CASH AND CASH EQUIVALENTS AT THE END OF PERIOD		**4,349**	**5,112**	**3,964**	**763**	**1,148**

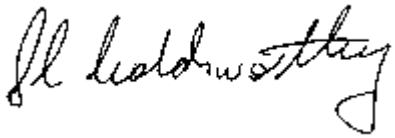
Significant variances commentary

1. The $0.31m increase in Depreciation and Amortisation Expense as compared to the previous year reflects the gradual replacement of aged and fully written down assets critical to operations, through the asset investment program.
2. The $0.86m decline in Accommodation Expense as compared to the previous year reflects a significant drawdown from the sinking fund in 2019-20 for the replacement of laboratory fume cupboards. This has also been reflected as a major variance in the statement of cash flows.
3. The $0.47m decline in Other Expenses as compared to the previous year reflects lower levels of professional services and external research costs incurred due to COVID-19 related deferrals of research project activities.
4. The $0.97m decline in Service Appropriation as compared to the previous year reflects appropriation received for one-off expenditure items in 2019-20.
5. The $0.87m increase in Income from other public sector entities as compared to the budget is primarily due to increased Western Australia Police funding for forensic activities.
6. The $0.45m increase in Prepayments as compared to the previous year and budget reflects timing of monthly rental payments for ChemCentre's primary accommodation.
7. The $0.36m increase in Intangibles as compared to previous year and budget reflects the commencement of the modernisation of ChemCentre's essential laboratory information management systems funded through the asset investment program.
8. The $0.2m decrease in Deferred Tax Assets as compared to Budget reflects the impoved net result for the year.

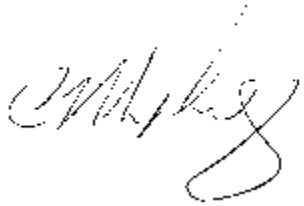
KEY PERFORMANCE INDICATORS

CERTIFICATION OF KEY PERFORMANCE INDICATORS

We hereby certify that the performance indicators are based on proper records, are relevant and appropriate for assisting users to assess ChemCentre's performance, and fairly represent the performance of ChemCentre for the financial year ended 30 June 2021.



Denise Goldsworthy
Chair
ChemCentre Board
24 August 2021



Colin Murphy
Chair, Finance, Audit & Risk Management Committee
Member of ChemCentre Board
24 August 2021

Peter McCafferty
Chief Executive Officer
24 August 2021

Government Goal	Desired Outcome	Services
Future Jobs and Skills: Grow and diversify the economy, create jobs and support skills development	Quality research and development	1. Research and Development
Strong Communities: Safe communities and supported families	Quality scientific advice	2. Commercial and Scientific Information and Advice
	Quality emergency response	3. Emergency Response Management

KEY EFFECTIVENESS INDICATORS BY OUTPUT

DESIRED OUTCOME: QUALITY RESEARCH AND DEVELOPMENT

Delivery of quality project-based developed knowledge, know-how and/or intellectual property relevant to state development, public health and safety, or delivery of ChemCentre's other services.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Client Satisfaction: as determined by an annual survey of clients invited from R&D projects conducted over the previous financial year. The survey covered 23 research projects with a 82.6% response rate (n=19).	**83%**	**79%**	**83%**	**84%**	**80%**

The client satisfaction percentage is a relevant measure as it demonstrates the quality of ChemCentre's scientific information and advice through clients' responses to questions on quality, timeliness and overall satisfaction with ChemCentre's service. The actual client satisfaction for 2020-21 was taken at a 95% confidence level and a sampling error of ±9.59%.

The higher sampling error is acknowledged as a product of the low population size. ChemCentre remains confident that the result is a reliable measure of client satisfaction with those surveyed consistently rating satisfaction highly (90% of clients gave ratings of 4 or higher out of 5, no client rated lower than a 3 out of 5) and no contrary indication from internal reporting and interactions with those clients that did not complete the survey.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Contribution to Scientific Forums: as determined by the number of recognised contributions from ChemCentre staff to presentations, publications, or technical forums.	**74**	**87**	**45**	**60**	**70**

This indicator is relevant in measuring ChemCentre's contribution to knowledge, know-how and and/or Intellectual Property relevant to State development, public health and safety.

DESIRED OUTCOME: QUALITY SCIENTIFIC ADVICE

Development and delivery of quality scientific information and advice, including commercial services, to government, industry and the community.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Client Satisfaction: as determined by an annual survey of clients invited from all invoices sent out in the previous financial year above $2,000 in value. The survey covered 191 clients with a 27.2% response rate (n=52).	**88%**	**89%**	**89%**	**89%**	**85%**

The client satisfaction percentage is a relevant measure as it demonstrates the quality of ChemCentre's scientific information and advice through clients' responses to questions on quality, timeliness and overall satisfaction with ChemCentre's service. The actual client satisfaction for 2020-21 was taken at a 95% confidence level and a sampling error of ±11.62%.

ChemCentre has undertaken a review of the survey returns and is satisfied that the result remains reliable despite the higher sample error. The sample was assessed to be representative of the population. It was noted that of those clients who did not respond to the survey a significant percentage were and continue to be return customers. Management will continue to improve the way the survey is undertaken to increase response rate.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Proficiency Rating for the Accredited Services: this includes performance in qualitative and quantitative trials undertaken during the relevant year and is determined by the percentage of samples satisfactorily meeting the evaluation criteria of the proficiency trial provider.	**88%**	**91%**	**94%**	**88%**	**95%**

The Proficiency rating is a relevant measure as it demonstrates the quality of testing undertaken by ChemCentre.

DESIRED OUTCOME: QUALITY EMERGENCY RESPONSE

Specialist technical advice and support to government and industry in managing the risks arising from unmanaged chemical-biological-radiological releases.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Average Mobilisation Time for all Emergency Response Incidents Attended: as extracted from the response team logbook.	17 minutes	16 minutes	14 minutes	16 minutes	20 Minutes

The average mobilisation time is relevant because the quicker ChemCentre is able to mobilise to respond to a chemical-biological-radiological emergency, the lower the risk to the community.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Availability of Emergency Response Workforce to Meet Agreed Inter-Agency Requirements: as determined by the proportion of weekly staff rosters, which provide the required number of staff with the technical capability to meet all agreed inter-agency requirements.	100%	100%	100%	100%	100%

The indicator reflects ChemCentre's performance in maintaining the required capacity to respond to ER incidents. ChemCentre's 24/7 365-day coverage is met through rosters prepared on a weekly basis, instructed by an existing workforce management plan to accommodate technical capability requirements.

NOTES

DESIRED OUTCOME 1: QUALITY RESEARCH AND DEVELOPMENT

Client Satisfaction: The client satisfaction of 84%, up 1% from the previous year and 4% above the target is in line with ChemCentre's quality expectations and collaborative research focus.

Contribution to Scientific Forums: The 60 contributions for the year is 15 higher than prior year and 10 lower than the target. The increase compared to the prior year is partly attributable to increased online outreach and scientific conferencing undertaken by ChemCentre. However, this has not fully offset the overall decline in opportunities presented by ongoing COVID-19 related conditions.

DESIRED OUTCOME 2: QUALITY SCIENTIFIC ADVICE

Client Satisfaction: The achievement of 89% being 4% above the target is a pleasing result. It demonstrates ChemCentre's ongoing commitment to providing quality and timely scientific services to Government and commercial enterprises.

Proficiency Rating for the Accredited Services: The proficiency rating of 88% is down 6% from the previous year and is 7% below target. Actions have been put in place to mitigate the discrepancy however the result remains in line with previous years. The annual target of 95% remains aspirational as ChemCentre maintains a focus on achieving high results.

DESIRED OUTCOME 3: QUALITY EMERGENCY RESPONSE

Average Mobilisation Time for all Emergency Response Incidents Attended: The average mobilisation time of 16 minutes is 2 minutes slower than previous year and 4 minutes faster than the target. The result reflects maintenance of high level of capability and readiness of ChemCentre's emergency responders in minimising harm to the community through rapid mobilisation to HAZMAT incidents.

Availability of Emergency Response Workforce to Meet Agreed Inter-Agency Requirements: The result of 100% is in line with the prior year and target reflecting ChemCentre's commitment to the 24/7 365-day provision of an appropriately staffed emergency response team.

SERVICE 1: RESEARCH AND DEVELOPMENT

Delivery of quality project-based developed knowledge, know-how and/or intellectual property relevant to state development, public health and safety, or delivery of ChemCentre's other services.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Publications per R&D FTE: as determined by the total number of publications during the financial year, divided by the average number of full-time equivalent employees allocated to R&D projects and internal research activity within the financial year.	**3.2**	**5.9**	**3.0**	**3.3**	**4.2**

SERVICE 2: COMMERCIAL AND SCIENTIFIC INFORMATION AND ADVICE

Development and delivery of quality scientific information and advice, including commercial services, to government, industry and the community.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Average Cost of Providing Commercial Scientific Information and Advice per Applicable FTE: calculated by dividing the total cost of the service by the number of FTEs	**$237,000**	**$228,000**	**$242,000**	**$240,000**	**$240,000**

SERVICE 3: EMERGENCY RESPONSE MANAGEMENT

Specialist technical advice and support to government and industry in managing the risks arising from unmanaged chemical-biological-radiological releases.

	2017-18	2018-19	2019-20	2020-21	2020-21
	Actual	Actual	Actual	Actual	Target
Average Cost to Maintain an Emergency Response Capability per Western Australian: as determined by the total cost of maintaining the minimum Emergency Response capability required by Government, divided by the Western Australian population	**$0.82**	**$0.76**	**$0.75**	**$0.75**	**$0.80**

NOTES

SERVICE 1: RESEARCH AND DEVELOPMENT

Publications per R&D FTE: The number of publications per R&D FTE has increased by 0.3 as compared to the previous year and is 0.9 below the target. This is primarily due to the cancellation or deferral of a number of research conferences and activities as a result of COVID-19.

SERVICE 2: COMMERCIAL AND SCIENTIFIC INFORMATION AND ADVICE

Average Cost of Providing Commercial Scientific Information and Advice per Applicable FTE: The 2020-21 result is $2,000 lower than the previous year and is in line with the target. The slight decline in cost per FTE compared to the previous year is largely attributable to the one-off $0.85m accommodation sinking fund drawdown for fume cupboard replacements occurring in 2019-20.

SERVICE 3: EMERGENCY RESPONSE MANAGEMENT

Average Cost to Maintain an Emergency Response Capability per Western Australian: The cost of service per Western Australian has remained unchanged from the previous year and is $0.05 below target primarily due to effective cost management and use of existing resources.

OTHER DISCLOSURES AND LEGAL COMPLIANCE

MINISTERIAL DIRECTIVES

No Ministerial Directives were received during the year.

WORK FORCE PLANNING AND STAFF DEVELOPMENT

ChemCentre recognises that its employees are key to organisational success and continues to place high importance on strengthening the skills, flexibility and resilience of its workforce.

During 2020-21 ChemCentre focused on culture and leadership programs and psychological safety in the workplace as working with its staff to maintain a safe environment, a shared culture and a healthy workplace.

A comprehensive six day structured training program was delivered on Culture and Leadership with a focus on a high-performance team culture and appropriate behaviours.

ChemCentre also increased its focus on staff wellbeing by launching a three year 'People at Work' program to help identify and manage work related risks to psychological health in the workplace. The program is evidence based and aligned to industry best practice. The program is guided by a steering committee comprising of a broad base of employee representatives. Strategies and actions arising from survey responses and focus groups have assisted ChemCentre to identify tailored training needs going forward.

ChemCentre has continued to promote cultural awareness, diversity and inclusiveness through a range of strategies and positive actions including mandatory cultural awareness training for all new employees and activities to acknowledge diverse cultures. This has been further enhanced in ChemCentre's recently approved Multicultural Plan. The Plan highlights positive actions relating to strategies outlined in the Western Australian Multicultural Policy Framework.

Effective workforce planning has continued to be a key focus area, being closely monitored and adapted with the onset of COVID to the changing ways of working and ensuring its continued alignment to our strategic priorities. The Workforce and Diversity Plan for 2018-2021 will be further reviewed over the coming months to develop a Plan that will continue to meet our current and future workforce needs.

ChemCentre maintains an agency specific competency framework that assists maintain a highly capable workforce and identify development opportunities that informed a range of science and corporate training areas.

During the year, lunch time learning sessions were also introduced, targeted at delivering topics to support overall wellbeing and work related subjects.

INDUSTRIAL RELATIONS

All staff are employed under the *Public Sector Management Act 1994* and the *Public Sector CSA Agreement 2019.*

During the year there were no industrial relations issues and no services to the public were disrupted.

CREDIT CARD – UNAUTHORISED USE

In accordance with the requirements of Treasurer's Instruction 321 staff who hold credit cards are reminded of their obligations and requested to acknowledge the policy and conditions of credit card use.

Two staff inadvertently used their credit card in error for minor personal expenses. The matter was promptly raised by the officers and refunded with no disciplinary action taken.

	2020/21 (Exc GST)
Aggregate amount of personal use expenditure for the reporting year	$83.34
Aggregate amount of personal use expenditure settled by the due date (within 5 working days)	$65.69
Aggregate amount of personal use expenditure settled after the period (after 5 working days)	$17.65
Aggregate amount of personal use expenditure outstanding at balance date	nil

BOARD AND COMMITTEE REMUNERATION

Under S8 of the *Chemistry Act (WA) 2007* the Chair and Board members are paid a remuneration as determined by the Minister on the recommendation of the Public Sector Commissioner, public sector employees do not receive sitting fees. In addition, the Premier's Circular 2019/07-State Government Board and Committees sets the eligibility criteria for members to receive a fee.

The Board has approved three Board sub-committees that support the Board discharge its obligations. As members of the Committees are also members of the Board no additional remuneration was paid to members of Committees.

The table below reports the fee paid to each eligible Board members during 2020/21 including those not receiving a fee.

Position	Name	Type of remuneration	Period of membership for the year	Expiry of term	Gross/actual remuneration
Chair	Denise Goldsworthy	Annual fee	12 months	14 April 2023	$35,399
Deputy Chair	David Blyth	Annual fee	12 months	31 July 2023	$26,550
Member	Colin Murphy	Annual fee	12 months	31 July 2022	$17,765
Member	Tresslyn Walmsley	Annual fee	12 months	30 September 2024	$17,765
Member	Ian Harrison	Annual fee	12 months	30 September 2024	$17,765
Member	Jane Cutler	Annual fee	11 months	31 July 2023	$15,989
Member	Kylie Whiteley	Annual fee	12 months	30 June 2022	Nil
Member	Mark Thomas	Annual fee	1 month	31 July 2020	$1,776

EXPENDITURE ON ADVERTISING, MARKET RESEARCH, POLLING AND DIRECT MAIL

In accordance with section 175ZE of the *Electoral Act 1907*, ChemCentre is required to report its expenditure in relation to advertising, market research, polling, direct mail and media advertising.

Expenditure during 2020/21 included advertising for job vacancies and conducting surveys are summarised in the table below:

Type	Organisation	2020/21 Expenditure Inc of GST
Advertising agencies	Initiative Media Australia Pty Ltd Royal Australian Chemical institute	$356 $960
Direct mail Organisations	N/A	Nil
Market research organisations	Survey Monkey	$316
Media advertising organisations	N/A	Nil
Polling Organisations	N/A	Nil

INFORMATION MANAGEMENT AND RECORDKEEPING PLAN

In accordance with section 19 of the *State Records Act 2000*, *ChemCentre's* Recordkeeping was approved in 2019 by the State Records Commission and is valid until 2024. ChemCentre continues to have a strong commitment to meeting the requirements of the Plan for effective and efficient records management practices.

ChemCentre continuously monitors and evaluates the performance of its Records Management Systems to ensure compliance with both legislative standards and operational business requirements.

ChemCentre addresses its compliance with the State Records Commission Standard 2 Recordkeeping Plans: Principle 6- Compliance as follows.

1. *The efficiency and effectiveness of ChemCentre's Recordkeeping Plan is evaluated not less than once every five years.*

   Internal surveillance audits and external quality reviews are regularly undertaken to ensure continuous improvements to our systems and practices. System generated health check and exception reports assist monitor progress and maintaining appropriate practices.

2. *ChemCentre conducts a recordkeeping training program.*

   ChemCentre provides an ongoing training program with some 92% of all employees having completed records awareness training by 30 June 2021. Training support and one on one training has also been provided to all new staff to ensure staff understand their responsibilities and accountabilities.

3. *The efficiency and effectiveness of the recordkeeping training is reviewed from time to time.*

A review of the recordkeeping training program is undertaken every three years to ensure it is effective and efficient. Staff continue to be well informed of recordkeeping practices and receive regular reminders in ChemCentre's newsletter. Training material is available on the records management system and feedback from training sessions and inductions is used to inform future training programs.

COMPLIANCE WITH PUBLIC SECTOR STANDARDS AND ETHICAL CODES

In accordance with s31(1) of the *Public Sector Management Act 1994*, ChemCentre complies with public sector standards (in human resource management) and the WA Code of Ethics and ChemCentre's Code of Conduct.

PUBLIC SECTOR STANDARDS:

No breach of employment standard claims were lodged in 2020-21.

WA CODE OF ETHICS AND CHEMCENTRE'S CODE OF CONDUCT:

Five cases of non-compliance with the Commissioners' Instruction No. 7 – Code of ethics and ChemCentre's Code of Conduct were reported. Two cases were not treated as disciplinary (i.e. resulted in improvement actions). One case resulted in a disciplinary process being initiated under Part 5 of the Public Sector Management Act 1994. One case was resolved between the parties and one case is still under review.

MISCONDUCT

There were two misconduct cases reported, one case was resolved by the parties and one case is still under review.

No cases were referred to the Corruption and Crime Commission during 2020-21 reporting period.

ACCOUNTABLE AND ETHICAL DECISION MAKING

Training in Accountable and Ethical Decision Making for new and existing employees continued to be provided during the year with 94% of staff having completed training as at 30 June 2021.

Raising awareness of employee responsibilities in the area of ethics and public sector standards was provided through newsletters, training, induction sessions, communications at staff meetings and the intranet.

In addition, during the year all staff were provided with a refresher session on declaration and receiving of gifts, benefits and hospitality, as outlined in ChemCentre's policies, focusing on maintaining ethics and integrity of our staff and ensuring public confidence.

DISABILITY ACCESS AND INCLUSION PLAN OUTCOMES

ChemCentre is committed to ensuring clients and staff with disability are able to access our information, services and facilities.

ChemCentre continues to implement its current Disability Access and Inclusion Plan (DAIP) for 2018 to 2022, with some achievements highlighted below.

GENERAL SERVICES AND EVENTS

ChemCentre successfully held events during 2020-21 resulting in greater staff awareness about disability where protocols were developed and followed by ChemCentre staff to assess and mitigate risks for people with disability and ensure that access needs were met.

BUILDING AND FACILITIES

ChemCentre has reviewed its process for receiving deliveries of samples to ensure that there are no accessibility barriers. ChemCentre also works closely with Curtin University to ensure that the building and its facilities continue to maintain accessibility and facilities for people with disability.

INFORMATION AND COMMUNICATION

During 2020-21, ChemCentre uploaded instructional/informative videos on its website which are made up of images and text to assist the public access information. ChemCentre also posts news and events on various social media platforms with screen and text modifications in an effort to minimise or remove accessibility issues.

QUALITY OF SERVICE

With the onset of COVID-19 pandemic, ChemCentre introduced changes in the way we do our business. We actively sought comments from staff and clients to identify and resolve logistical issues. The feedback allowed ChemCentre to make improvements to some processes and our interaction with staff and clients.

COMPLAINTS AND SAFEGUARDING

There are various ways people can make a complaint about our services or conduct. ChemCentre maintains a DAIP email address, the website provides a dedicated complaints and compliment email inbox, and people can also make a complaint face to face, by phone or letter. No complaints were received in 2020-21 from people with disability.

CONSULTATION AND ENGAGEMENT

ChemCentre continued to advise members of the public, clients and staff via accessible platforms and communication channels when opportunities for public consultation arose. A client survey is also released each year.

EMPLOYMENT, PEOPLE AND CULTURE

ChemCentre regularly reviews its recruitment, selection and appointment process. In 2021 ChemCentre made further changes to the shortlisting process by including a statement that invites applicants to contact us if they need any adjustments for the interview. Examples include written material to be printed in a larger font, disability access/aid and an interpreter. These enhancements will help to reduce barriers for people with disability applying for positions at ChemCentre.

FREEDOM OF INFORMATION

In the reporting period, ChemCentre received two requests to access documents under the *Freedom of Information Act 1992*. One application was seeking access to personal information regarding themself and the other was a third party consultation. Procedures and resources are provided on ChemCentre's website which are in accordance with the legislation.

OCCUPATIONAL SAFETY, HEALTH AND INJURY MANAGEMENT

The Chief Executive Officer and senior officers have a legislated duty of care to provide a safe and healthy workplace and environment and to ensure the safety and health of all employees, contractors and visitors as far as practical.

To support and demonstrate this commitment, ChemCentre's Occupational Safety and Health Management System (OSHMS) is structured to provide plans, actions and procedures that systematically manage health and safety in ChemCentre.

In 2020-21 ChemCentre continued to provide ongoing training in safety awareness for staff and managers. The membership of the Occupational Safety and Health Committee comprises the Chief Executive Officer, safety representatives nominated by employees and an executive appointed safety coordinator and management representative. A small number of newly appointed managers are currently undergoing training and have not been included in the KPI measure for 2020-21 in the table below.

ChemCentre is planning a refresher for all managers in the coming months.

The Committee implements a formal framework for communication, consultation and responding to safety issues in the organisation. The Committee meets every two months to discuss and resolve occupational issues, review hazard and incident reports and review progress against the OSHMS Plan.

ChemCentre has attained OSH accreditation through the JAS-ANZ accreditation in AS/NZS 4801:2001 - OHS Management system. ChemCentre's OSHMS Plan is monitored internally, audited by an external party and outcomes reported to the ChemCentre Board.

INJURY MANAGEMENT

The injury management system and return to work program are documented in the injury management policy and procedures. All current processes are compliant with the requirements of the *Workers' Compensation and Injury Management Act 1981*.

During 2020-21, one workers' compensation claim was recorded for medical expenses only.

PERFORMANCE

ChemCentre's performance against key indicators for occupational safety, health and injury management is outlined in the table below:

Measures	Results - Base Year (*)	Results – Prior Year	Results- Current reporting year	Targets	Comments about targets
Number of fatalities	0.00	0.00	0.00	0	Target Achieved
Lost time injury and disease incidence rate	1.43	0.00	0.00	0 or 10% reduction in incidence rate	Target Achieved(**)
Lost time injury and disease severity rate	0.00	0.00	0.00	0 or 10% reduction in severity rate	Target Achieved(**)
Percentage of injured workers returned to work (i) within 13 weeks	100%	100%	100%	80%	Target Achieved
Percentage of injured workers returned to work (ii) within 26 weeks	100%	100%	100%	Greater than or equal to 80%	Target Achieved
Percentage of managers trained in occupational safety, health and injury management responsibilities, including refresher training within 3 years	87%	92%	84%	Greater than or equal to 80%	Target Achieved

*The performance reporting examines a three- year trend and, as such, the comparison base year is to be two years prior to the current reporting year.
**Comment on agency performance over the three-year period.

APPENDICES

2020-21 PUBLICATIONS AND PRESENTATIONS

CONFERENCE AND WORKSHOP PRESENTATIONS

Beckett, N. 2020. "Proteomics". ChemCentre R&I Prospectus Launch Seminar. ChemCentre, Western Australia.

Black, S. 2020. "Industrial By-Product Reuse". ChemCentre R&I Prospectus Launch Seminar. ChemCentre, Western Australia.

Briggs, J., Soukos, K., Swinny, E. and **Earl, E.** 2020. "ChemCentre Emergency Response". Department of Fire and Emergency Services Special Equipment Tender Course. Forrestfield, Western Australia.

Briggs, J., Soukos, K., Swinny, E., Palmer, J., Downey, A., West, N., Murray, R., Davis, J. and Truscello, D. 2020. "HAZMAT and CBR Response". Joint ChemCentre and Department of Fire and Emergency Services presentation to Defence SOER Unit. Bentley, Western Australia.

Briggs, J., Soukos, K. and **Walker, M.** 2021. "ChemCentre Emergency Response". Department of Fire and Emergency Services Special Equipment Tender Course. Forrestfield, Western Australia.

Briggs, J. and **Swinny, E.** 2021. "ChemCentre Emergency Response: HAZMAT and CBR". WA Police Force Tactical Response Unit CBRNe Familiarisation Course. Maylands, Western Australia.

Dods, K. 2020. "Certified Chemistry Supporting Food Value & Production in Western Australia". ChemCentre R&I Prospectus Launch Seminar. ChemCentre, Western Australia.

Green, K. (**Dods, K.)** 2021. "Methods for measuring the antibacterial activity of Honey". Australasian Honey bee Conference 2021, UWA and online, Western Australia.

Gummer, J. P. A. 2021. "The Identification and Characterisation of Mammalian hepcidins". Edith Cowan University School of Science Seminar Series. ECU, Western Australia.

Linge, K.L., Black, S. and Allen, D.A. 2021. "Mine Pit Lakes: Characterisation of Water Quality and Geochemistry to Inform Mine Closure". 10th Australian Workshop on Acid and Metalliferous Drainage. Online.

Linge, K.L., Black, S. and **Firns, G.** 2021. "Developing a Mine Pit Lakes Database to Inform Mine Closure". 2021. Goldfields Environmental Management Group Conference. Kalgoorlie, Western Australia.

Linge, K.L and Joll, C. 2021. "Disinfection By-products in Drinking Water: Emerging Contaminants and Approaches to Regulation". ALEC Emerging Contaminants Workshop. University of Melbourne, delivered online.

May, C. 2020. "Medicinal Cannabis". ChemCentre R&I Prospectus Launch Seminar. ChemCentre, Western Australia.

McCafferty, P. 2021. "Organisational Change and Transformation at ChemCentre". University of Western Australia. MBA Cohort.

McCafferty, P. 2021. "The Evolution of Research at ChemCentre." Online via webex, part of the Marcus Evans Future Lab 2021 Conference, chaired by McCafferty.

Palmer, J. 2021. "Toxic Industrial Chemicals". Part of ChemCentre training provided to WA Police Force Bomb Response Unit. Bentley, Western Australia.

Kelly, M., **Pitts, K.** and Burnier, C. 2020. "Condom Residue". 2020 Forensic and Medical Sexual Assault Clinicians Australia (FAMSACA) Virtual Symposium, online via Webex.

Powell, R. 2021. "Overview of ChemCentre fibres database and Claremont investigation". 28th Annual Meeting of the European Network of Forensic Science Institutes (ENFSI) Textile and Hair Group. Online.

Priddis, C. 2020. "ChemCentre Research & Innovation Program". ChemCentre R&I Prospectus Launch Seminar. ChemCentre, Western Australia.

Sharma, R., Black, S., Allen, D., **Price, B.,** Burgers, C. and McGuire, B. 2021. "Assessing the leaching potential of solutes from waste rocks episodically and continuously exposed to saline and hypersaline conditions". 10th Australian Workshop on Acid and Metalliferous Drainage. Online.

Soukos, K., Briggs, J., Palmer, J., Swinny, E. and **Earl, E.** 2020. "ChemCentre Emergency Response". Department of Fire and Emergency Services Special Equipment Tender Refresher Course. Bentley, Western Australia.

CONFERENCE POSTERS

Matheson, A., Griffiths, A. and **Collins-Brown, L.** 2020. "A timeline of the co-detection of 4-Fluoroamphetamine and 25C-NBOMe in Australia". 7th International Conference on Novel Psychoactive Substances. Online conference.

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