



Hon Jill Hennessy MP

Minister for Health
Minister for Ambulance Services

GPO Box 4057
Melbourne Victoria 3001
Telephone: +61 3 9096 8561
www.dhhs.vic.gov.au
DX: 210081
e4200619

Kym Peake
Secretary
Department of Health and Human Services
50 Lonsdale Street
MELBOURNE VIC 3000

Dear Secretary

MINISTERIAL STATEMENT OF EXPECTATIONS - TOBACCO CONTROL UNIT

I am pleased to provide you with my Statement of Expectations for the Department of Health and Human Services' Tobacco Control Unit. This Statement of Expectations applies for the period 1 July 2016 to 30 June 2017, or until otherwise amended.

In my portfolio, as Minister for Health I administer a range of Acts and regulations designed to promote wellbeing and to protect the health and public health of the Victorian community. This includes reducing the burden of tobacco-related harm and illness. Developing effective, efficient and proportionate regulation must be informed by these imperatives.

Improving the administration and enforcement of regulation

This Statement of Expectations sets out my expectations in relation to the Tobacco Control Unit's contribution to the Victorian Government's Regulation Reform Program to reduce red tape and improve regulatory practices. The Statement of Expectations outlines key governance and performance objectives and targets aimed at promoting greater efficiency and effectiveness in the administration and enforcement of regulation.

This Statement of Expectations replaces the previous Statement of Expectations that was in place for the period 2014-15 and 2015-16.

Improvements

Based on consultation between the department and the Tobacco Control Unit, I have identified key areas where there are opportunities for the unit to improve its level of engagement with businesses and facilitate compliance with new reforms. These improvements are enclosed. The improvements predominantly relate to the Victorian Government's commitment to ban smoking in outdoor dining areas from 1 August 2017.

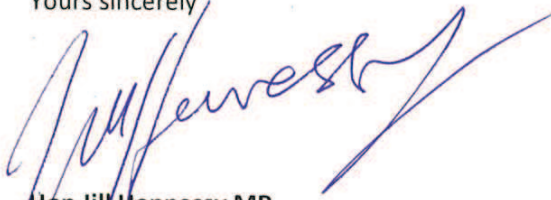
Reporting

Once this correspondence is received, I expect that the enclosed Statement of Expectations performance improvements, and the department's proposed response to these, will be incorporated into the Tobacco Control Unit's Business Plan, and published on the department's website.

Reporting on your progress to achieve these Statement of Expectations performance targets should be undertaken shortly after the conclusion of the 2016-17 financial year, on the department's website.

I look forward to the Tobacco Control Unit working continuously towards achieving best practice in the administration and enforcement of regulation.

Yours sincerely



Hon Jil Hennessy MP
Minister for Health
Minister for Ambulance Services

23/6/2016

Encl. Ministerial Statement of Expectations: Improvements for the Tobacco Control Unit

Ministerial Statement of Expectations - Improvements for the Tobacco Control Unit

Based on consultation between the department and the Tobacco Control Unit, I have identified opportunities for the Tobacco Control Unit to improve its level of engagement with business and to facilitate compliance with new reforms. The improvements, outlined below, primarily relate to the Victorian Government's commitment to prohibit smoking in outdoor dining areas. Specifically I expect the Tobacco Control Unit to:

- Engage with business, unions and local government to ensure stakeholders affected by the smoking ban in outdoor dining areas are aware of their obligations, roles and responsibilities under the proposed new law. This will encourage compliance and help ensure a smooth transition to the new arrangements, effective from 1 August 2017.
- Develop user-friendly and accessible information about the smoking ban in outdoor dining areas, targeting cafes, restaurants, take-away outlets and licensed premises. The unit should work with affected stakeholders to ensure the information is appropriately delivered.
- Reduce regulatory burden and encourage compliance with the smoking ban in outdoor dining areas through developing small business self-help tools, such as publishing an on-line checklist for business. The tools will assist businesses to clarify whether they are covered by the smoking bans, and provide advice on how to comply with the bans.
- Initiate further coordination and cooperation between the department and other government business regulators to enhance opportunities to engage and communicate with hospitality businesses and unions affected by the smoking ban in outdoor dining areas. The majority of hospitality businesses affected by the ban are small businesses.
- Improve internal businesses processes through documenting the Unit's existing risk-based approach to education and enforcement activity undertaken by councils. This work will help inform identification of future priority areas for enforcement activity.

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