



Hon Jill Hennessy MP

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Kym Peake
Secretary
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Dear Secretary

MINISTERIAL STATEMENT OF EXPECTATIONS: ENVIRONMENTAL HEALTH REGULATION AND COMPLIANCE SECTION – RADIATION SAFETY

I am pleased to provide you with this Statement of Expectations for the Department of Health and Human Services' Environmental Health Regulation and Compliance Section's regulation of radiation. This Statement of Expectations applies for the period 1 July 2016 to 30 June 2017, or until otherwise amended.

As Minister for Health, I am committed to improving the health and wellbeing of Victorians. My responsibilities include administering the *Radiation Act 2005* – designed to protect people and the environment from the harmful effects associated with exposure to radiation. Effective, efficient and proportionate regulation can be an important tool to achieve the objectives of this Act.

Improving the Administration of Regulation

This Statement of Expectations sets out my expectations in relation to the Environmental Health Regulation and Compliance Section's regulation of radiation and its contribution to the Victorian Government's Regulation Reform Program.

As Minister for Health, I expect the Environmental Health Regulation and Compliance Section to consult with key stakeholders, when considering any new policy or designing new regulation, to ensure unnecessary regulatory burden can be minimised, in a manner that is consistent with the objectives of the Act.

After consulting with the Environmental Health Regulation and Compliance Section, I have identified specific opportunities for the Section to improve its regulatory performance in relation to radiation. These improvements are enclosed.

Reporting Requirements for the Ministerial Statement and the Section's Response

I expect that the attached Statement of Expectations performance improvements, and the Section's proposed response to these, will be incorporated into the Environmental Health Regulation and Compliance Section's work plan and published on the department's website.

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

I look forward to the Environmental Health Regulation and Compliance Section working continuously towards achieving best practice in the administration and enforcement of regulation, including in relation to radiation.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Jill Hennessy", with a long horizontal flourish extending to the right.

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23/6/2016

Encl. Ministerial Statement of Expectations: Improvements for the Environmental Health Regulation and Compliance Section – Radiation Safety

Ministerial Statement of Expectations: Improvements for the Environmental Health Regulation and Compliance Section - Radiation Safety

This Statement of Expectations for the period 1 July 2016 to 30 June 2017 sets out my expectations in relation to the Environmental Health Regulation and Compliance Section's contribution to the Government's Regulation Reform Program. After consulting with the Environmental Health Regulation and Compliance Section, I have identified opportunities for the Section to improve its regulatory performance in relation to radiation safety. These improvements include:

- Vigorously enforcing the ban on commercial tanning.
- Making continuous improvements to administrative systems to make it as easy as possible for individuals and businesses, particularly small business, to comply with laws that protect the health and safety of people and the environment from the harmful effects of radiation. This will be achieved for example through continuing to enhance application and notification forms to make it easier for applicants to apply for licenses and make the necessary mandatory notifications to the department.
- Building on work undertaken in 2015-16 to improve risk management, transparency and business processes through:
 - Implementing a systematic, risk-based approach to regulation.
 - Developing clearly defined regulatory outcomes that radiation safety regulation is seeking to achieve.
 - Developing appropriate stakeholder engagement strategies. This will include strategies for engaging with in excess of 16,000 licensed users of radiation sources, managers of facilities that use radioactive materials, and transporters of radioactive materials as well as other key stakeholders. I note that the stakeholders are spread across many sectors ranging from medical practices using x-ray units and radioactive material for a wide variety of diagnostic and therapeutic purposes, through to industrial practices using both x-ray units and more commonly radioactive material for purposes such as industrial radiography, geotechnical studies and quality control.
 - Implementing a refined methodology for allocating activity-based costs to the Section's activities to improve the Section's understanding of the costs and benefits of their activities, and the burden imposed on the entities it regulates. This builds on the activity based costing model developed and trialled by the Section in 2015-16.
 - Developing robust performance measurement systems to underpin monitoring and continuous improvement.

These improvements build on work already undertaken in 2015 to address recommendations of the Victorian Auditor-General's report *Managing Regulator Performance in the Health Portfolio* (March 2015).

- Developing and implementing a compliance strategy which is transparent, risk based and effectively communicated to stakeholders.

In developing actions to achieve these improvements the Environmental Health Regulation and Compliance Section is expected to consult with business and the broader community as appropriate.
