

# Administrative Arrangements 2011 (No 3)

**Notifiable instrument NI2011-712** 

I make the following administrative arrangements under the *Australian Capital Territory (Self-Government) Act 1988* (Cwlth) and the *Public Sector Management Act 1994*.

Dated 22 November 2011

KATY GALLAGHER
Chief Minister



# Administrative Arrangements 2011 (No 3)

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Australian Capital Territory (Self-Government) Act 1988 (Cwlth) and the Public Sector Management Act 1994

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### 1 Name of arrangements

These arrangements are the Administrative Arrangements 2011 (No 3).

#### 2 Commencement

These arrangements commence at 12 noon on 23 November 2011.

### 3 Definitions

In these arrangements:

Public Sector Management Act means the Public Sector Management Act 1994.

**Self-Government** Act means the Australian Capital Territory (Self-Government) Act 1988 (Cwlth).

#### 4 Ministers—matters allocated

For the Self-Government Act, section 43 (1), a Minister mentioned in schedule 1, column 1 is allocated responsibility for the following matters relating to the powers of the Executive:

- (a) governing the Territory in relation to the matters mentioned in schedule 1, column 2 opposite the reference to the Minister;
- (b) executing and maintaining the Territory enactments mentioned in schedule 2 under the reference to the Minister;
- (c) exercising the powers of the Executive under the Commonwealth laws mentioned in schedule 2 under the reference to the Minister;
- (d) exercising prerogatives of the Crown for the matters mentioned in paragraphs (a), (b) and (c).

### 5 Ministers—authority to act for one another

- (1) For the Self-Government Act, section 43 (2), any Minister is authorised to act on the Chief Minister's behalf or on behalf of another Minister.
- (2) Subsection (1) is subject to the Legislation Act, section 41 (Making of certain statutory instruments by Executive).

### 6 Administrative units—constitution and control

For the Public Sector Management Act, section 13—

- (a) the administrative units mentioned in schedule 1, column 3 are established or continued in existence; and
- (b) a director-general mentioned in schedule 1, column 4 is placed in control of the administrative unit or units mentioned in column 3 opposite the reference to the director-general.

### 7 Administrative units—Ministers responsible and functions

For the Public Sector Management Act, section 14—

- (a) a Minister mentioned in schedule 1, column 1 is allocated responsibility for the administrative unit or units mentioned in column 3 opposite the reference to the Minister; and
- (b) an administrative unit mentioned in schedule 1, column 3 is allocated responsibility for—
  - (i) the matters mentioned in column 2 opposite the reference to the unit; and
  - (ii) the prerogatives of the Crown for the matters mentioned in subparagraph (i); and

- (c) an administrative unit mentioned in schedule 2 is allocated responsibility for—
  - (i) the Territory enactments mentioned in schedule 2 under the reference to the unit; and
  - (ii) powers of the Executive under Commonwealth laws mentioned in schedule 2 under the reference to the unit.

### 8 Repeal

The Administrative Arrangements 2011 (No 2) (NI2011-351) are repealed.

# Schedule 1 Ministers, administrative units and functions

(see s 4-7)

column 1 Minister	column 2 matters	column 3 administrative units	column 4 directors- general
Chief Minister	Access to Government information Audit services to Government Centenary of Canberra Community engagement policy Coordination and development of Government policies, strategic priorities and projects Coordination of Government administration and support to the ACTPS Strategic Board Government communications and branding Government Performance and Accountability, Service Planning and Evaluation Frameworks Intergovernmental relations and regional policy Macroeconomic policy and forecasting (with Treasury) ACT Public Service Public sector management Support to Cabinet and its Committees Triple Bottom Line sustainability policy alignment Infrastructure strategy Ombudsman	Chief Minister and Cabinet Directorate	Director-General, Chief Minister and Cabinet Directorate

column 1	column 2	column 3	column 4
Minister	matters	administrative units	directors- general
Minister for Health	Acute health services Aged care and rehabilitation services Cancer services Community health services Health policy and infrastructure Local Hospital Network Mental health services Population health services	Health Directorate	Director-General, Health Directorate
Minister for Territory and Municipal Services	ACTION Canberra Connect Government accommodation and property services Land management and stewardship Municipal services Roads services Arboretum	Territory and Municipal Services Directorate	Director-General, Territory and Municipal Services Directorate

column 1 Minister	column 2 matters	column 3 administrative units	column 4 directors- general
Treasurer	ACTPS Shared Services	Treasury	Director-General, Treasury Directorate
	Budget policy advice and process and financial reporting	Directorate	
	Competition policy and regulatory reform		
	Fiscal and economic policy (including macroeconomic policy and forecasting – with Chief Minister and Cabinet)		
	Government Business Enterprises ownership policy		
	Insurance		
	Public funds management		
	Procurement policy		
	Taxation and revenue policy and collection		
Minister for	Business support programs	Economic	Director-General,
Economic Development	Coordinator-General	Development Directorate	Economic Development Directorate
	Events (including Territory Venues, Exhibition Park in Canberra)		
	Government property strategy		
	Land development		
	Land release policy (including the Land Release Program)		
	Major land and property project facilitation		
	Skills and economic development		

column 1 Minister	column 2 matters	column 3 administrative units	column 4 directors- general
Minister for Tourism, Sport and Recreation	Sport and Recreation Tourism	Economic Development Directorate	Director-General, Economic Development Directorate
Attorney- General	Administration of justice Electoral services Fair Trading and registration, inspection and regulatory services (including transport regulation and licensing) Human Rights Legal policy and services Road safety and driver and vehicle licensing policy	Justice and Community Safety Directorate	Director-General, Justice and Community Safety Directorate
Minister for Police and Emergency Services	Emergency services and Policing	Justice and Community Safety Directorate	Director-General, Justice and Community Safety Directorate

column 1	column 2	column 3	column 4
Minister	matters	administrative units	directors- general
Minister for the Environment and Sustainable Development	ACTPLA Climate change policy Electricity and natural gas, water and sewerage industry technical regulation Energy policy and energy efficiency programs Environmental sustainability policy Environment protection Government Architect Heritage Occupational licensing Planning, development and building control Strategic Land Use and Transport Planning Support to the Conservator of Flora and Fauna Survey and leasing Water policy and water efficiency programs	Environment and Sustainable Development Directorate	Director-General, Environment and Sustainable Development Directorate

column 1	column 2	column 3	column 4
Minister	matters	administrative units	directors- general
Minister for Community Services	Children's policy and services (including childcare services)  Community facilities and support services  Community recovery  Concessions  Disability policy and services  Housing policy and services  Therapy services  Youth policy and services (including youth justice)	Community Services Directorate	Director-General, Community Services Directorate
Minister for the Arts	Arts and cultural policy and services	Community Services Directorate	Director-General, Community Services Directorate
Minister for Multicultural Affairs	Multicultural affairs	Community Services Directorate	Director-General, Community Services Directorate
Minister for Ageing	Ageing	Community Services Directorate	Director-General, Community Services Directorate
Minister for Women	Status of Women	Community Services Directorate	Director-General, Community Services Directorate

column 1 Minister	column 2 matters	column 3 administrative units	column 4 directors- general
Minister for Gaming and Racing	Gaming and Racing	Economic Development Directorate	Director-General, Economic Development Directorate
Minister for Education and Training	Education (including early childhood education)  Government and non-government schools  Vocational education and training and higher education	Education and Training Directorate	Director-General, Education and Training Directorate
Minister for Aboriginal and Torres Strait Islander Affairs	Aboriginal and Torres Strait Islander affairs	Community Services Directorate	Director-General, Community Services Directorate
Minister for Industrial Relations	Industrial relations policy Workers compensation and workplace safety policy	Chief Minister and Cabinet Directorate	Director-General, Chief Minister and Cabinet Directorate
Minister for Corrections	Corrective services	Justice and Community Safety Directorate	Director-General, Justice and Community Safety Directorate

### Schedule 2 Enactments

(see s 47)

### Part 2.1 Chief Minister and Cabinet Directorate

#### **Chief Minister**

Annual Reports (Government Agencies) Act 2004

Auditor-General Act 1996

Australian Capital Territory (Self-Government) Act 1988 (Cwlth)

City of Canberra Arms Act 1932

Government Agencies (Campaign Advertising) Act 2009

Inquiries Act 1991

Legislative Assembly (Broadcasting) Act 2001

Legislative Assembly (Members' Staff) Act 1989

Legislative Assembly Precincts Act 2001

Ombudsman Act 1989

Public Interest Disclosure Act 1994

Public Sector Management Act 1994

Remuneration Tribunal Act 1995

Royal Commissions Act 1991

Territory Records Act 2002, part 3A

### **Minister for Industrial Relations**

Annual Leave Act 1973, except administration provisions that are the responsibility of the Attorney-General

Dangerous Substances Act 2004, except administration provisions that are the responsibility of the Attorney-General

Fuels Control Act 1979, except section 11

Holidays Act 1958

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#### **Minister for Industrial Relations**

Long Service Leave (Portable Schemes) Act 2009

Long Service Leave Act 1976, except part 3 administration and enforcement provisions that are the responsibility of the Attorney-General

Machinery Act 1949, except sections 5 and 6

Scaffolding and Lifts Act 1912, except administration provisions that are the responsibility of the Attorney-General

Standard Time and Summer Time Act 1972

Truck Act 1900

Work Health and Safety Act 2011

Work Safety Act 2008, except administration provisions that are the responsibility of the Attorney-General

Workers Compensation Act 1951, except administration provisions that are the responsibility of the Attorney-General

### Part 2.2 Health Directorate

Blood Donation (Transmittable Diseases) Act 1985
Drugs of Dependence Act 1989

Epidemiological Studies (Confidentiality) Act 1992

Food Act 2001

Minister for Health

Gene Technology Act 2003

Gene Technology (GM Crop Moratorium) Act 2004

Health Act 1993

Health Practitioner Regulation National Law (ACT) Act 2010

Health Professionals Act 2004

Health Professionals (Special Events Exemptions) Act 2000

Health Records (Privacy and Access) Act 1997

Human Cloning and Embryo Research Act 2004

Intoxicated People (Care and Protection) Act 1994

Medicines, Poisons and Therapeutic Goods Act 2008

Mental Health (Treatment and Care) Act 1994, except parts 8 and 9 and sections 141, 142 and 143

Public Health Act 1997

Radiation Protection Act 2006

Smoke-Free Public Places Act 2003

Smoking in Cars with Children (Prohibition) Act 2011

Supervised Injecting Place Trial Act 1999, except sections 7, 8 and 13

Tobacco Act 1927

Transplantation and Anatomy Act 1978

### Part 2.3 Territory and Municipal Services Directorate

### Minister for Territory and Municipal Services

Animal Diseases Act 2005

Animal Welfare Act 1992

Cemeteries and Crematoria Act 2003

Domestic Animals Act 2000

Fertilisers (Labelling and Sale) Act 1904

Gungahlin Drive Extension Authorisation Act 2004

Litter Act 2004

Pest Plants and Animals Act 2005

Plant Diseases Act 2002

Roads and Public Places Act 1937

Road Transport (General) Act 1999, sections 12, 13 and 14, and administration provisions relating to fees and approval of forms, in relation to the exercise of a function under the Road Transport (Mass Dimensions and Loading) Act 2009, sections 405 and 406 or the Road Transport (Safety and Traffic Management) Act 1999, sections 5A, 18 and 20

Road Transport (Mass Dimensions and Loading) Act 2009, sections 405 and 406

Road Transport (Safety and Traffic Management) Act 1999, sections 5A, 18 and 20

Stock Act 2005

Tree Protection Act 2005

Trespass on Territory Land Act 1932

Utilities Act 2000, part 14 and sections 254 and 256 in relation to part 14

Waste Minimisation Act 2001

### Part 2.4 Treasury Directorate

Treasurer
ACTEW/AGL Partnership Facilitation Act 2000
Appropriation Acts
Competition Policy Reform Act 1996
Duties Act 1999
Emergencies Act 2004, schedule 1
Financial Agreement Act 1994
Financial Management Act 1996
First Home Owner Grant Act 2000
Government Procurement Act 2001
Independent Competition and Regulatory Commission Act 1997
Insurance Authority Act 2005
Land Rent Act 2008
Land Tax Act 2004
Legislation Act 2001, chapter 5
Legislative Assembly (Members' Superannuation) Act 1991
Motor Sport (Public Safety) Act 2006
Payroll Tax Act 2011
Rates Act 2004
Road Transport (Third-Party Insurance) Act 2008
Taxation Administration Act 1999
Taxation (Government Business Enterprises) Act 2003
Territory-owned Corporations Act 1990
Territory Records Act 2002, except part 3A
Territory Superannuation Provision Protection Act 2000
Utilities (Network Facilities Tax) Act 2006
Utilities Act 2000, part 3A

### Part 2.5 Economic Development Directorate

### **Minister for Economic Development**

Mutual Recognition (Australian Capital Territory) Act 1992

Planning and Development Act 2007, chapter 4

Trans-Tasman Mutual Recognition Act 1997

### Minister for Tourism, Sport and Recreation

Boxing Control Act 1993

Drugs in Sport Act 1999

Exhibition Park Corporation Act 1976

Nudity Act 1976

Public Baths and Public Bathing Act 1956

### Minister for Gaming and Racing

Betting (ACTTAB) Limited Act 1964

Casino Control Act 2006

Gambling and Racing Control Act 1999

Gaming Machine Act 2004

Interactive Gambling Act 1998

Lotteries Act 1964

Pool Betting Act 1964

Race and Sports Bookmaking Act 2001

Racing Act 1999

Unlawful Gambling Act 2009

### Part 2.6 Justice and Community Safety Directorate

ACT Civil and Administrative Tribunal Act 2008

Act of Settlement 1700 12 & 13 Will 3 c 2

Administration and Probate Act 1929

Administrative Decisions (Judicial Review) Act 1989

Adoption Act 1993, section 104 (2)

Age of Majority Act 1974

Agents Act 2003

Anglican Church of Australia Constitution Act 1961

Anglican Church of Australia Constitutions Act 1902

Anglican Church of Australia Trust Property Act 1917

Anglican Church of Australia Trust Property Act 1928

Annual Leave Act 1973, sections 14B, 14C and other administration provisions relating to delegation of regulatory tasks and the approval of forms

Associations Incorporation Act 1991

Australian-American Educational Foundation Act 1966

Australian Crime Commission (ACT) Act 2003

Bail Act 1992

Bill of Rights 1688 1 Will & Mary sess 2 c 2

Births, Deaths and Marriages Registration Act 1997

Business Names Act 1963

Charitable Collections Act 2003

Civil Law (Property) Act 2006

Civil Law (Sale of Residential Property) Act 2003

Civil Law (Wrongs) Act 2002

Civil Partnerships Act 2008

Classification (Publications, Films and Computer Games) (Enforcement) Act 1995

Commercial Arbitration Act 1986

Confiscation of Criminal Assets Act 2003

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Justice and Community Safety Directorate

Attorney-General
Cooperatives Act 2002
Coroners Act 1997
Court Procedures Act 2004
Crime Prevention Powers Act 1998
Crimes Act 1900
Crimes (Assumed Identities) Act 2009
Crimes (Controlled Operations) Act 2008
Crimes (Forensic Procedures) Act 2000
Crimes (Protection of Witness Identity) Act 2011
Crimes (Restorative Justice) Act 2004
Crimes (Sentence Administration) Act 2005
Crimes (Sentencing) Act 2005
Crimes (Surveillance Devices) Act 2010
Criminal and Civil Justice 1351 25 Edw 3 St 5 c 4
Criminal Code 2002
Dangerous Goods (Road Transport) Act 2009
Dangerous Substances Act 2004, administration provisions relating to dangerous substances information, education, advice, licensing and compliance
Director of Public Prosecutions Act 1990
Discrimination Act 1991
Domestic Relationships Act 1994
Domestic Violence Agencies Act 1986
Domestic Violence and Protection Orders Act 2008
Due Process of Law Act 1354 28 Edw 3 c 3
Due Process of Law Act 1368 42 Edw 3 c 3
Eggs (Labelling and Sale) Act 2001
Electoral Act 1992
Electronic Transactions Act 2001
Enforcement of Public Interests Act 1973
Evidence Act 1971
Evidence Act 2011

### **Attorney-General**

Evidence (Miscellaneous Provisions) Act 1991

Fair Trading (Australian Consumer Law) Act 1992

Fair Trading (Fuel Prices) Act 1993

Fair Trading (Motor Vehicle Repair Industry) Act 2010

Family Provision Act 1969

Forfeiture Act 1991

Free Access to Courts 1400 2 Hen 4 c 1

Freedom of Information Act 1989

Fuels Control Act 1979, section 11

Guardianship and Management of Property Act 1991

Hawkers Act 2003

Human Rights Act 2004

Human Rights Commission Act 2005

Instruments Act 1933

Interstate Road Transport Act 1985 (Cwlth)

Interstate Road Transport Charge Act 1985 (Cwlth)

Judicial Commissions Act 1994

Juries Act 1967

Jurisdiction of Courts (Cross-vesting) Act 1993

Justices of the Peace Act 1989

Land Titles Act 1925

Land Titles (Unit Titles) Act 1970

Law Officers Act 2011

Leases (Commercial and Retail) Act 2001

Legal Aid Act 1977

Legal Profession Act 2006

Legislation Act 2001, except chapter 5

Limitation Act 1985

Liquor Act 2010

Listening Devices Act 1992

Long Service Leave Act 1976, part 3 administration and enforcement provisions

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Attorney-General					
Machinery Act 1949, sections 5 and 6					
Magistrates Court Act 1930					
Magna Carta (1297) 25 Edw 1 c 29					
Major Events Security Act 2000					
Married Persons Property Act 1986					
Mediation Act 1997					
Medical Treatment (Health Directions) Act 2006					
Mental Health (Treatment and Care) Act 1994, parts 8 and 9 and sections 141, 142 and 143					
Mercantile Law Act 1962					
Motor Vehicle Standards Act 1989 (Cwlth)					
Notaries Public Act 1984					
NRMA-ACT Road Safety Trust Act 1992					
Oaths and Affirmations Act 1984					
Parentage Act 2004					
Partnership Act 1963					
Pawnbrokers Act 1902					
Perpetuities and Accumulations Act 1985					
Personal Property Securities Act 2010					
Petition of Right 1627 3 Chas 1 c 1					
Powers of Attorney Act 2006					
Presbyterian Church (Proposals for Union with other Churches) Act 1972					
Presbyterian Church Trust Property Act 1971					
Proportional Representation (Hare-Clark) Entrenchment Act 1994					
Prostitution Act 1992					
Protection of Public Participation Act 2008					
Public Advocate Act 2005					
Public Trustee Act 1985					
Referendum (Machinery Provisions) Act 1994					
Registrar-General Act 1993					
Registration of Deeds Act 1957					
Residential Tenancies Act 1997					

### **Attorney-General**

Road Transport (Alcohol and Drugs) Act 1977

Road Transport (Driver Licensing) Act 1999

Road Transport (General) Act 1999, except sections 12, 13 and 14, and administration provisions relating to fees and approval of forms, to the extent that they relate to the exercise of a function under the Road Transport (Mass Dimensions and Loading) Act 2009, sections 405 and 406 or the Road Transport (Safety and Traffic Management) Act 1999, sections 5A, 18 and 20

Road Transport (Mass, Dimensions and Loading) Act 2009, except sections 405 and 406

Road Transport (Public Passenger Services) Act 2001

Road Transport (Safety and Traffic Management) Act 1999, except sections 5A, 18 and 20

Road Transport Reform (Vehicles and Traffic) Act 1993 (Cwlth)

Road Transport (Vehicle Registration) Act 1999

Roman Catholic Church Property Trust Act 1937

Royal Marriages Act 1772 12 Geo 3 c 11

Sale of Goods Act 1954

Sale of Goods (Vienna Convention) Act 1987

Sale of Motor Vehicles Act 1977

Salvation Army Property Trust Act 1934

Scaffolding and Lifts Act 1912, section 5A and other administration provisions relating to notices and hearing and determining appeals

Second-hand Dealers Act 1906

Security Industry Act 2003

Spent Convictions Act 2000

Supervised Injecting Place Trial Act 1999, sections 7, 8 and 13

Supreme Court Act 1933

Terrorism (Extraordinary Temporary Powers) Act 2006

Testamentary Guardianship Act 1984

Trustee Act 1925

Trustee Companies Act 1947

Unclaimed Money Act 1950

Uncollected Goods Act 1996

Uniting Church in Australia Act 1977

Justice and Community Safety Directorate

### **Attorney-General**

Unit Titles Act 2001, parts 1 and 4 to 9, divisions 11.2 and 11.3, parts 13, 14 and 15 and schedule 1

Unit Titles (Management) Act 2011

Utilities Act 2000, parts 11 and 12

Victims of Crime Act 1994

Victims of Crime (Financial Assistance) Act 1983

Wills Act 1968

Witness Protection Act 1996

Workplace Privacy Act 2011

Work Safety Act 2008, administration provisions relating to work safety information, education, advice, licensing and compliance

Workers Compensation Act 1951, administration provisions relating to workers compensation information, education, advice, licensing and compliance

#### Minister for Police and Emergency Services

Crimes (Child Sex Offenders) Act 2005

Emergencies Act 2004, except schedule 1

Firearms Act 1996

Prohibited Weapons Act 1996

#### **Minister for Corrections**

Corrections Management Act 2007

## Part 2.7 Environment and Sustainable Development Directorate

Minister for	the Environment	and Sustainable	Develonment
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Architects Act 2004

Australian Capital Territory (Planning and Land Management) Act 1988 (Cwlth), sections 16, 19, 25 and 29 and part 10

Building Act 2004

Building and Construction Industry (Security of Payment) Act 2009

Climate Change and Greenhouse Gas Reduction Act 2010

Clinical Waste Act 1990

Commissioner for the Environment Act 1993

Common Boundaries Act 1981

Community Title Act 2001

Construction Occupations (Licensing) Act 2004

Districts Act 2002

Electricity Feed-in (Renewable Energy Premium) Act 2008

Electricity (Greenhouse Gas Emissions) Act 2004

Electricity (National Scheme) Act 1997

Electricity Safety Act 1971

Enclosed Lands Protection Act 1943

**Environment Protection Act 1997** 

Fisheries Act 2000

Gas Safety Act 2000

Hemp Fibre Industry Facilitation Act 2004

Heritage Act 2004

Lakes Act 1976

Lands Acquisition Act 1994

National Environment Protection Council Act 1994

National Gas (ACT) Act 2008

Nature Conservation Act 1980

Planning and Development Act 2007, except chapter 4

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### Minister for the Environment and Sustainable Development

Plastic Shopping Bags Ban Act 2010

Public Place Names Act 1989

Public Roads Act 1902

Recovery of Lands Act 1929

Surveyors Act 2007

Unit Titles Act 2001, parts 2, 3 and 10, division 11.1 and part 12

Utilities Act 2000, except parts 3A, 11, 12 and 14 and sections 254 and 256 in relation to part 14

Utilities (Telecommunication Installations) Act 2001

Water and Sewerage Act 2000

Water Efficiency Labelling and Standards Act 2005

Water Resources Act 2007

### Part 2.8 Community Services Directorate

Minister for Community Services
Adoption Act 1993, except section 104 (2)
Children and Young People Act 2008
Disability Services Act 1991
Education and Care Services National Law (ACT) Act 2011
Housing Assistance Act 2007
Working with Vulnerable People (Background Checking) Act 2011
Minister for the Arts
Cultural Facilities Corporation Act 1997
Minister for Multicultural Affairs  Minister for Ageing
Minister for Women
Minister for Aboriginal and Torres Strait Islander Affairs
Aboriginal and Torres Strait Islander Elected Body Act 2008
Native Title Act 1994

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## Part 2.9 Education and Training Directorate

<b>Minister</b>	for	<b>Education</b>	and	<b>Training</b>
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ACT Teacher Quality Institute Act 2010

Board of Senior Secondary Studies Act 1997

Building and Construction Industry Training Levy Act 1999

Canberra Institute of Technology Act 1987

Education Act 2004

Training and Tertiary Education Act 2003

University of Canberra Act 1989