

To whom it may concern

Five-Yearly Chemistry Centre (WA) Act 2007 Review

At the request of the Minister for Science, Hon. Roger Cook MLA, I am undertaking a review into the operation and effectiveness of the Chemistry Centre (WA) Act 2007 and submitting a report to the Minister as required under S. 41 of the Act. The five yearly review is now due, and the draft report is to be delivered to the Minister in the middle of this year.

The Terms of Reference for the review are included in this letter.

In summary, a report to the Minister which considers the effectiveness and appropriateness of the application of powers of the Act and makes recommendations which will lead to an improvement in the operation and effectiveness of the Act is required. Other considerations are included in the Terms of Reference, and your views on these are very welcome.

Request for submissions – prior to May 19, 2023

To prepare this report, I am seeking written submissions from organisations and individuals that have significant dealings with ChemCentre and have an interest in its operations. It would be most helpful if you or your delegate could review the Terms of Reference and the Guide for Submissions in considering this invitation.

It will be of benefit to me if submissions follow a similar format. Please see below a guide to assist in the preparation of your submission and, therefore, my draft report.

For your convenience, a hyperlink to the *current* version of the Act is provided [HERE](#), and attention is drawn to Sections 9, 10 and 11 of the Act being Functions, Principles of Operation and Powers, respectively. This guidance should not limit the extent of your submission.

If submissions could be sent to be with me by 19 May 2023 it would provide sufficient time to review and compile the report to the Minister. These can be provided:

- (i) By email to simon.carroll@westnet.com.au with **ChemCentre Review** in the subject line, or
- (ii) In hard copy form to Dr Simon Carroll, P.O. Box 1207, Dunsborough, WA 6181

Respectfully, submissions will not be accepted after the 19 May 2023, unless prior agreement on alternative arrangements is made.

Submissions will be treated as confidential, to the extent permitted by law. These submissions are not intended to be published.

I look forward to your engagement and submission to this important review of the Chemistry Centre (WA) Act 2007

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'S. Carroll', with a stylized flourish at the end.

Simon Carroll PhD MBA

Dr Simon Carroll
P.O. Box 1207
Dunsborough 6281 WA

Attachments (see below)

1. Terms of Reference
2. Stakeholder Submission Guide

Attachment 1

Terms of Reference

At the request of the Minister for Science, Hon. Roger Cook, a review will be undertaken into the operation and effectiveness of the Chemistry Centre Act (2007) and a report prepared for the Minister as required under S. 41 of the Act. The review will include consideration of:

1. The effectiveness and appropriateness of the application of the powers of the Act;
2. Feedback from key stakeholders into the effectiveness and appropriateness of the activities of the Chemistry Centre under the powers of the Act including, but not limited to:
 - a. Government Agencies
 - b. Private sector clients
 - c. ChemCentre board and staff
 - d. Community & Public Sector Union/Civil Service Association
 - e. The National Association of Testing Authority (NATA)
 - f. Other State Government Statutory Authorities
 - g. University sector
 - h. Research bodies
3. The findings of the previous Act Reviews as appropriate, plus additional major reports which examine and report on the operation and effectiveness of ChemCentre.
4. The appropriateness of the current funding and governance model having regard to the above and contemporary models for the operation of statutory authorities.
5. Consideration of the equivalent Acts for any similar organisations in other Australian States or Territories.
6. Consideration of the recommendations arising from the investigation into Queensland Forensic and Scientific Services, if appropriate.
7. Opportunities for synergies or closer collaborations with other government agencies.

The report will present the findings of the review, including any recommendations which, in the opinion of the reviewer, will lead to an improvement in the operation and effectiveness of the Act. This may include recommended changes to the Act, in its application and administration.

Attachment 2

Stakeholder Submission Guide

As requested by the Minister for Science, the five yearly review of the Chemistry Centre (WA) Act 2007 is underway and feedback from key stakeholders is sought.

Date: Submissions from key stakeholders are required by 19 May 2023.

Format: Word-searchable documents (MS Word or PDF) are preferred.

Lodgement: Submissions to be emailed to me at simon.carroll@westnet.com.au or posted to Dr Simon Carroll, PO Box 1207, Dunsborough, 6281.

Respectfully, submissions will not be accepted after the 19 May 2023, unless prior agreement on alternative arrangements is made.

To assist in the preparation of your submission, the *current* Chemistry Centre (WA) Act 2007 is [HERE](#). In particular, Sections 9-11 of the Act, the Functions, Principles and Powers of the Chemistry Centre along with Terms of Reference of this review may guide your submission.

It would be helpful if you could address the following with concise and constructive descriptions:

- Please outline the functions of the Chemistry Centre (ChemCentre) you receive from and/or provide to ChemCentre.
Section 9 of the Act lists the functions as: provision of chemical information, advice and analytical services; research and development; promotion of chemistry education, and commercial activities.
- Based on your experiences, please comment on the quality, independence, timeliness and effectiveness, capacity, and cost-effectiveness of its operations.
Section 10 of the Act describes the Principles of Operation.
- Can you suggest changes to ChemCentre that would improve the delivery of these functions?
- Are there services that you would like ChemCentre to provide that would improve your performance and service delivery to your stakeholders?
- How well does ChemCentre understand the current and future needs and requirements of your organisation and how are these communicated?
- Please outline any opportunities for greater synergies or closer collaborations between your organisation and ChemCentre.
- Section 11 of the Act describes activities that may be undertaken by ChemCentre. Please comment on the effectiveness and appropriateness of activities undertaken by ChemCentre under the powers of the Act.
- Can you suggest amendments to the Act which would enable ChemCentre to better apply its powers and, in so doing, improve its services to stakeholders?

- As appropriate, please comment on other topics listed in the Terms of Reference that may be relevant to this review.

Submissions to this review may be made by organisations or individuals. Please ensure this is clear in your submission.

Contact Person(s): Please include details of the appropriate person(s) to contact should further information be required to clarify aspects for my report, including:

- name
- email and phone number
- organisation they are representing (if applicable)
- position in this organisation (if applicable).

If you would like to discuss this review, please send an email to simon.carroll@westnet.com.au and a return telephone call will be undertaken.

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