



Australian Government
**Department of Agriculture
and Water Resources**

Senator Barry O'Sullivan
Chair
Rural and Regional Affairs and Transport Legislation Committee
Parliament House
Canberra ACT 2600

Dear Chair

At the February 2016 Additional Estimates hearing, Senator Joe Bullock requested the department provide a detailed breakdown of expenditure relating to meetings of the Agricultural Industry Advisory Council (AIAC) prior to each Rural and Regional Affairs and Transport Legislation Committee hearing.

A summary of costs for AIAC meetings held between January 2014 and February 2018 were previously provided to the committee. The last report was provided on 5 October 2018. Since then the Minister for Agriculture and Water Resources held an AIAC which was held on 16 November 2018 in Brisbane. The total cost for this meeting was \$13,197.48 and details are provided at Attachment A. The next meeting is scheduled for April 2019.

I trust this information is of assistance in supporting the committee's preparations for its next hearing.

Yours sincerely

Merryn West
A/g Assistant Secretary
Parliamentary, Communication and Portfolio Business Branch
Corporate Strategy and Governance Division

January 2019

BRISBANE, QLD**16 NOVEMBER 2018****MEETING COSTS****Number of meeting attendees - 17**

Break down travel expenses	
Accommodation	\$ 1,670.00
Flights & QBT fees	\$ 6,241.53
Staff incidentals*	\$ 335.83
Members' incidentals*	\$ 470.20
Sub-total	\$ 8,717.56
Other costs associated with meeting	
Venue	\$ 300.00
Catering	\$ 1,506.22
Meals (including non-alcoholic beverages)	\$ 1880.00
Alcoholic beverages	\$ 643.70
Equipment	\$ 150.00
Transport	\$ 0.00
Sub-total	\$ 4,479.92
Total	\$ 13,197.48

*Incidentals include meal costs when a meal is not provided as part of a member's attendance at a meeting and transport expenses such as taxis, parking and mileage.

Total attendance at events:

Meeting - 17 persons

Dinner - 9 persons

Networking function - 17 persons