

Senate Community Affairs Legislation Committee

BUDGET ESTIMATES - 4 JUNE 2013 ANSWER TO QUESTION ON NOTICE

Human Services Portfolio

Topic: Coffee Machines

Question reference number: HS 60

Senator: Smith

Type of question: Written

Date set by the committee for the return of answer: 26 July 2013

Number of pages: 2

Question:

- a) Has the department/agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- b) Why were coffee machines purchased?
- c) Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
- d) Where did the funding for the coffee machines come from?
- e) Who has access?
- f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- g) What are the ongoing costs of the coffee machine, such as the cost of coffee?
- h) Does the department/agency rent coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- i) Why are coffee machines rented?
- j) Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result?
- k) Where does the funding for the coffee machines come from?
- l) Who has access?
- m) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- n) What are the ongoing costs of the coffee machine, such as the cost of coffee?

Answer:

a) - g) A small number of coffee machines were purchased by predecessor agencies prior to the Department's integration in July 2011 and were funded under separate agency arrangements. In the majority of cases, these were purchased at the discretion of local site managers within local budgets.

Four small machines have been purchased since the Department's integration, again at the discretion of local site managers within local budgets.

The relationship between staff productivity and the use of a coffee machine has not been assessed.

Existing coffee machines are generally used in staff amenity areas and/or for general office catering purposes.

Staff that utilise the coffee machines are responsible for the cleaning and maintenance of the machines.

Details of these machines were provided in the response to Question on Notice HS 92 from the 18 October 2012 Supplementary Estimates hearing.

h) – n) The Department does not rent coffee machines.