

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 251

Division/Agency: Governance Division

Topic: Interim Inspector-General of Biosecurity review

Proof Hansard page: 15

Senator SIEWERT asked:

Senator SIEWERT: Have you got terms of reference for that review and are they public?

Ms Mellor: I am not sure. I can check whether they are public.

Senator SIEWERT: I apologise if I have missed them. If they are public, tell me where to go to find them; if not, why and can we have them?

Ms Mellor: We will get you that information.

CHAIR: You will come back with that later today?

Ms Mellor: Yes.

Answer:

Prior to conducting an audit or review, the Interim Inspector-General of Biosecurity (IIGB) consults the relevant stakeholders and then finalises the terms of reference. A copy of the finalised terms of reference is provided to the relevant stakeholders before the start of the audit. Similar to Australian National Audit Office audits, the terms of reference are not publicly released while the audit is being undertaken. Once the audit has been completed the audit report along with the terms of reference is made public. Completed IIGB reports and associated terms of reference can be found at <http://www.daff.gov.au/about/publications/interim-inspector-general-of-biosecurity>.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

November 2013

Agriculture

Question: 252

Division/Agency: Governance Division

Topic: Departmental staff in minister's office

Proof Hansard page: 7-8

Senator STERLE asked:

Senator STERLE: What about ministerial staff?

Ms O'Brien: Ministerial staff are not on our organisation structure.

Senator STERLE: But maybe your officers have been seconded to the minister's office.

Dr Grimes: This is under the current government—yes, we have had officers seconded to the office. In the initial establishment of the office, officers were seconded to the office.

Senator STERLE: How many, Dr Grimes?

Dr Grimes: I do not have the specific number in front of me, but there may be an officer here who has got that number. If not, we would certainly be able to get that number for you in a few minutes.

Senator STERLE: And could you also provide us with the resources they are provided with.

Dr Grimes: These staff who have been seconded to the minister's office were seconded there for just an initial period of time. So there is not necessarily a specific figure that they have been given as dedicated resources. They would operate within the overall budget of the minister's office.

Senator STERLE: Please let us know the length of time they are expected to be in the minister's office.

Dr Grimes: Yes, we would be happy to do that.

Senator STERLE: That would be very helpful. Please also find out for us what travel has occurred to date.

Dr Grimes: We will provide as much information to you as possible. Some of that we may have to take on notice—to check travel records and so forth.

Question: 252 (continued)

Answer: There have been nine departmental officers seconded to the minister's office:

Title	Commencement date	Finishing date	Resources provided
A/g Chief of Staff	18 September 2013	15 November 2013	existing departmental resources used
A/g Media Adviser	18 September 2013	28 October 2013	existing departmental resources used
A/g Media Adviser	28 October 2013	6 December 2013	iPhone and laptop
A/g Senior Adviser	18 September 2013	10 December 2013	existing departmental resources used
A/g Adviser	23 September 2013	13 December 2013	iPhone
A/g Adviser	23 September 2013	13 December 2013	iPhone
A/g Adviser	23 September 2013	29 November 2013	iPhone and laptop
A/g Executive Assistant/Diary Manager	23 September 2013	13 December 2013	iPhone
A/g Receptionist	18 September 2013	10 December 2013	iPhone and iPad

For travel please refer to the response to Supplementary Budget Estimates Question on Notice 232 from November 2013.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 253

Division/Agency: Governance Division

Topic: Inspector-General of Biosecurity Bill

Proof Hansard page: 69

Senator FARRELL asked:

Senator FARRELL: Before we move on, I wonder whether the minister could answer the question as to whether the government intends on proceeding with the Inspector-General of Biosecurity Bill.

Mr Tucker: Can I take that on notice?

Answer:

Yes.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

November 2013

Agriculture

Question: 254

Division/Agency: Governance Division

Topic: Functions

Proof Hansard page: Written

Senator LUDWIG asked:

1. Provide a list of all formal functions or forms of hospitality conducted for the Minister.

Include:

- a) The guest list of each function
- b) The party or individual who initiated the request for the function
- c) The menu, program or list of proceedings of the function
- d) A list of drinks consumed at the function

2. Provide a list of the current wine, beer or other alcoholic beverages in stock or on order in the Minister's office

Answer:

1. a), c) and d)

Date	Attendees	Nature and Purpose of function	Drinks consumed
24 September 2013	The Hon. Barnaby Joyce MP Dr Paul Grimes – Secretary, Department of Agriculture Ms Jo Evans – First Assistant Secretary, Trade and Market Access Division, Department of Agriculture Mr Nadjib Riphath Kesoema – Indonesian Ambassador Mr Denny Lesema – Adviser to Indonesian Ambassador	Meeting with Indonesian Ambassador and adviser to discuss portfolio issues relating to Indonesia	1 x flat white 1 bottle of white wine 2 x Coca Cola 2 x English Tea 1 x Green Tea

b) Minister Joyce

2. The Department does not provide alcoholic beverages to the minister's office.

Rural and Regional Affairs and Transport Legislation Committee

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Supplementary Budget Estimates November 2013

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Question: 255

Division/Agency: Governance Division

Topic: Briefing for other parties

Proof Hansard page: Written

Senator LUDWIG asked:

1. Have any briefings and/or provision of information have been provided to the Australian Greens? If yes, please include:

- a) How are briefings requests commissioned?
- b) What briefings have been undertaken? Provide details and a copy of each briefing.
- c) Provide details of what information has been provided and a copy of the information.
- d) Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.
- e) How long is spent preparing and undertaking briefings/information requests for the Australian Greens? How many staff are involved and how many hours? Provide a breakdown for each employment classification.

Answer:

The Department of Agriculture provides information to the offices of the minister and parliamentary secretary for their use in briefing a broad range of parliamentarians (including the Australian Greens, Independents and members of the Australian Labor Party).

In accordance with past practice, requests of the department for briefing or information are referred to the Minister's office.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 256

Division/Agency: Governance Division

Topic: Briefing for other parties

Proof Hansard page: Written

Senator LUDWIG asked:

Have any briefings and/or provision of information been provided to Independents? If yes, please include:

- a) How are briefings requests commissioned?
- b) What briefings have been undertaken? Provide details and a copy of each briefing.
- c) Provide details of what information has been provided and a copy of the information.
- d) Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.
- e) How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.
- f) Which Independents have requested briefings and/or information?

Answer:

Please refer to Question on Notice 255 from Supplementary Budget Estimates held in November 2013.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 257

Division/Agency: Governance Division

Topic: Briefing for other parties

Proof Hansard page: Written

Senator LUDWIG asked:

Have any briefings and/or provision of information been provided to parties other than Labor or the Greens? If yes, please include:

- a) How are briefings requests commissioned?
- b) What briefings have been undertaken? Provide details and a copy of each briefing.
- c) Provide details of what information has been provided and a copy of the information.
- d) Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.
- e) How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.
- f) Which parties have requested briefings and/or information?

Answer:

Please refer to Question on Notice 255 from Supplementary Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 258

Division/Agency: Governance Division

Topic: Board appointments

Proof Hansard page: Written

Senator LUDWIG asked:

1. Provide an update of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members?
2. What is the gender ratio on each board and across the portfolio?
3. Please detail any board appointments made from 7 September to date.

Answer:

Details about portfolio boards at 19 November 2013, including board title, terms of appointment, tenure of appointment and members, are provided at Attachment A. The gender ratio on each board is also provided.

At 19 November 2013, the gender ratio across the portfolio is 41.5 per cent women and 58.5 per cent men.

Board appointments from 7 September 2013 to 19 November 2013 are at Attachment B.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

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Question 258 (continued)

Attachment A – Agriculture boards and bodies at 19 November 2013

Body name	Member	Board position	Start date	End date	Tenure	Gender ratio
Australian Fisheries Management Authority Commission	Michael Egan	Chairperson	1/03/2009	28/02/2014	1 st term	Male – 6 (66.7%) Female – 3 (33.3%)
	Richard Stevens	Deputy chairperson	8/02/2007	28/02/2014	2 nd term	
	James Findlay	CEO/member	27/09/2010	27/03/2016	2 nd term	
	Denise North	Member	8/02/2007	28/02/2014	2 nd term	
	Ian Cartwright	Member	8/02/2007	28/02/2014	2 nd term	
	Keith Sainsbury	Member	1/07/2008	28/02/2014	2 nd term	
	Elizabeth Montano	Member	1/03/2009	28/02/2014	1 st term	
	Jennifer Goddard	Member	1/03/2009	28/02/2014	1 st term	
	John Glaister	Member	1/03/2009	28/02/2014	1 st term	
Australian Landcare Council	Lynne Strong	Member	12/10/2012	11/10/2014	1 st term	Male – 1 (25.0%) Female – 3 (75.0%)
	Kate Jones	Member	12/10/2012	11/10/2015	1 st term	
	Jacqueline Jarvis	Member	12/10/2012	11/10/2015	1 st term	
	Ronald Archer	Member	7/12/2012	6/12/2015	1 st term	
Australian Pesticides and Veterinary Medicines Authority Advisory Board	Lyn Fragar	Chairperson	13/11/2012	12/11/2015	1 st term	Male – 5 (55.6%) Female – 4 (44.4%)
	Roger Toffolon	Member	13/11/2012	12/11/2015	2 nd term	
	Sandra Baxendell	Member	13/11/2012	12/11/2015	1 st term	
	Selwyn Snell	Member	13/11/2012	12/11/2015	1 st term	
	Lisa Wade	Member	13/11/2012	12/11/2015	1 st term	
	John Hassell	Member	13/11/2012	12/11/2015	1 st term	
	Gordon Reidy	Member	13/11/2012	12/11/2015	1 st term	
	David Lawson	Member	13/11/2012	12/11/2015	1 st term	
	Bronwyn Capanna	Member	13/11/2012	12/11/2015	1 st term	

Body name	Member	Board position	Start date	End date	Tenure	Gender ratio
Biosecurity Advisory Council	Andrew Inglis	Chairperson	1/01/2012	30/06/2014	4 th term	Male – 4 (44.4%) Female – 5 (55.6%)
	Clare Penniceard	Member	1/01/2012	30/06/2014	4 th term	
	Dennis Witt	Member	1/01/2012	30/06/2014	4 th term	
	John McKenzie	Member	1/01/2012	30/06/2014	4 th term	
	Elizabeth Mattiske	Member	1/01/2012	30/06/2014	4 th term	
	Joanne Daly	Member	1/01/2012	30/06/2014	4 th term	
	Lisa Adams	Member	1/01/2012	30/06/2014	4 th term	
	Rona Mellor	Member	1/01/2012	30/06/2014	2 nd term	
	Roly Neiper	Member	10/07/2012	30/06/2014	2 nd term	
Cotton Research and Development Corporation	Mary Corbett	Chairperson	13/08/2013	12/08/2016	1 st term	Male – 4 (66.7%) Female – 2 (33.3%)
	Lorraine Stephenson	Non-executive director	1/10/2011	30/09/2014	1 st term	
	Cleave Rogan	Non-executive director	1/10/2011	30/09/2014	1 st term	
	Hamish Millar	Deputy chairperson	1/10/2011	30/09/2014	1 st term	
	Michael Robinson	Non-executive director	1/10/2011	30/09/2014	1 st term	
	Richard Haire	Non-executive director	1/10/2011	30/09/2014	1 st term	
Cotton Research and Development Corporation Selection Committee	Christine Hawkins	Other	27/05/2011	26/05/2014	1 st term	Female – 1 (100%)
Fisheries Research and Development Corporation	Harry Woods	Chairperson	1/09/2010	31/08/2016	2 nd term	Male – 5 (71.4%) Female – 2 (28.6%)
	Brett McCallum	Deputy chairperson	9/09/2009	31/08/2015	2 nd term	
	Heather Brayford	Non-executive director	1/09/2009	31/08/2015	2 nd term	
	Renata Brooks	Non-executive director	1/09/2009	31/08/2015	2 nd term	
	Bruce Mapstone	Non-executive director	12/09/2012	31/08/2015	1 st term	
	Peter O'Brien	Non-executive director	12/09/2012	31/08/2015	1 st term	
	David Thomason	Non-executive director	12/09/2012	31/08/2015	1 st term	
Fisheries Research and Development Corporation Selection Committee	Prudence McMichael	Presiding member	17/04/2012	16/04/2014	1 st term	Female – 1 (100%)
Food Policy Working Group	Grant O'Brien	Member	25/11/2011	25/11/2013	1 st term	Male – 1 (100%)

Body name	Member	Board position	Start date	End date	Tenure	Gender ratio
Grains Research and Development Corporation	Richard Clark	Chairperson	31/10/2013	30/09/2016	1 st term	Male – 6 (75%) Female – 2 (25%)
	Kim Halbert	Deputy chairperson	4/11/2011	30/09/2014	1 st term	
	Jennifer Goddard	Non-executive director	11/11/2008	30/09/2014	2 nd term	
	Jeremy Burdon	Non-executive director	4/11/2011	30/09/2014	1 st term	
	Richard Brimblecombe	Non-executive director	4/11/2011	30/09/2014	1 st term	
	Robert Lewis	Non-executive director	4/11/2011	30/09/2014	1 st term	
	Sharon Starick	Non-executive director	4/11/2011	30/09/2014	1 st term	
	John Woods	Non-executive director	8/03/2012	30/09/2014	1 st term	
Grains Research and Development Corporation Selection Committee	Joanne Grainger	Presiding member	27/05/2011	26/05/2014	1 st term	Female – 1 (100%)
Grape and Wine Research and Development Corporation	Rory McEwen	Chairperson	3/04/2010	2/04/2016	2 nd term	Male – 4 (50%) Female – 4 (50%)
	Terry Hill	Deputy chairperson	21/09/2008	31/08/2014	2 nd term	
	Helen Garnett	Non-executive director	21/09/2008	31/08/2014	2 nd term	
	Anita Poddar	Non-executive director	1/09/2011	31/08/2014	1 st term	
	Christopher Day	Non-executive director	1/09/2011	31/08/2014	1 st term	
	Jan O'Connor	Non-executive director	1/09/2011	31/08/2014	1 st term	
	Michele Allan	Non-executive director	1/09/2011	31/08/2014	1 st term	
	Philip Laffer	Non-executive director	1/09/2011	31/08/2014	1 st term	
Grape and Wine Research and Development Corporation Selection Committee	Robert (Bob) Granger	Presiding member	7/04/2011	6/04/2014	2 nd term	Male – 1 (100%)
National Rural Advisory Council	Mick Keogh	Chairperson	1/07/2012	30/06/2015	1 st term	Male – 4 (50%) Female – 4 (50%)
	Susan Brumby	Member	1/07/2012	30/06/2015	1 st term	
	Alexandra Gartmann	Member	1/07/2012	30/06/2015	1st term	
	Kerry O'Brien	Member	1/07/2012	30/06/2015	1st term	
	Regina Fogarty	Member	25/07/2012	24/07/2015	1st term	
	Fran Freeman	Member	25/07/2012	24/07/2015	1st term	
	Andrew Locke	Member	7/09/2006	21/08/2015	3rd term	
	Mark King	Member	5/8/2013	4/08/2016	1 st term	
Rural Industries Research and Development Corporation	Daniela Stehlik	Chairperson	21/04/2010	1/08/2016	2nd term	Male – 4 (50%) Female – 4 (50%)
	Marilyn Sleigh	Deputy chairperson	30/09/2008	30/06/2014	2nd term	
	Alexander Campbell	Non-executive director	14/07/2008	30/06/2014	2nd term	
	Roseanne Healy	Non-executive director	30/09/2008	30/06/2014	2nd term	
	Samuel Archer	Non-executive director	1/07/2011	30/06/2014	1st term	
	Michael Guerin	Non-executive director	1/07/2011	30/06/2014	1st term	
	Alana Johnson	Non-executive director	1/07/2011	30/06/2014	1st term	
	Len Stephens	Non-executive director	1/07/2011	30/06/2014	1st term	

Body name	Member	Board position	Start date	End date	Tenure	Gender ratio
Rural Industries Research and Development Corporation Selection Committee	David Crombie	Presiding member	11/03/2011	31/01/2014	1st term	Male – 1 (100%)
Statutory Fishing Rights Allocation Review Panel	Christopher Doogan Gordon Neil Gabrielle Cogan	Principal member Registrar Deputy registrar	3/09/2005 10/05/2011 18/03/2008	19/06/2017 No end date N/A	2nd term 1st term 1st term	Male – 2 (66.7%) Female – 1 (33.3%)
Sugar Research and Development Corporation*	Ian Causley Julian Venning Kleanthes Yannakou Lindy Hyam Paul Donnelly Tracy Henderson	Chairperson Non-executive director Non-executive director Non-executive director Non-executive director Non-executive director	1/10/2010 27/05/2011 27/05/2011 27/05/2011 27/05/2011 27/05/2011	30/09/2013 30/04/2014 30/04/2014 30/04/2014 30/04/2014 30/04/2014	1 st term 1 st term 1 st term 1 st term 1 st term 1 st term	Male – 4 (66.7%) Female – 2 (33.3%)
Wheat Industry Advisory Taskforce	Michele Allan Mark Barber David Fulwood Imre Mencshelyi Mitch Morison Ms Rebecca Reardon Graham Shields	Chairperson Member Member Member Member Member Member	1/02/2013 1/02/2013 1/02/2013 1/02/2013 1/02/2013 1/02/2013 1/02/2013	1/07/2014 1/07/2014 1/07/2014 1/07/2014 1/07/2014 1/07/2014 1/07/2014	1 st term 1 st term 1 st term 1 st term 1 st term 1 st term 1 st term	Male – 5 (71.4%) Female – 2 (28.6%)
Wine Australia Corporation	George Wahby Kevin McLintock Anthony (Tony) Jordan Bill Moularadellis Brian Walsh Catherine (Kate) Thompson Josephine Rozman Susan Henderson	Chairperson Deputy chairperson Member Member Member Member Member Member Member	1/07/2012 11/05/2011 11/05/2011 11/05/2011 11/05/2011 11/05/2011 11/05/2011 11/05/2011	30/06/2015 30/04/2014 30/04/2014 30/04/2014 30/04/2014 30/04/2014 30/04/2014 30/04/2014	1 st term 2 nd term 2 nd term 1 st term 1 st term 2 nd term 2 nd term 1 st term	Male – 5 (62.5%) Female – 3 (37.5%)

*The Sugar Research and Development Corporation ceased operations on 30 September 2013. However, as required by legislation the listed SRDC directors immediately before 1 July 2013 continue to be directors until they have finalised preparing and dealing with reports and audited financial statements relating to SRDC.

Rural and Regional Affairs and Transport Legislation Committee

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Question: 258 (continued)

Attachment B – Agriculture portfolio board appointments from 7 September 2013 to 19 November 2013

Body name	Member	Board position	Start date	End date
Cotton Research and Development Corporation	Mr Hamish Millar	Deputy chairperson	12/11/2013	30/09/2014

Rural and Regional Affairs and Transport Legislation Committee

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November 2013

Agriculture

Question: 259

Division/Agency: Governance Division

Topic: Stationery

Proof Hansard page: Written

Senator LUDWIG asked:

How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from 7 September 2013 to date?

Answer:

The department has made arrangements to provide stationery in line with ministerial entitlements to the Minister and Parliamentary Secretary's offices. As at 4 December 2013 the department has spent approximately \$2315.00.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

November 2013

Agriculture

Question: 260

Division/Agency: Governance Division

Topic: Ministerial office security classifications

Proof Hansard page: Written

Senator LUDWIG asked:

1. What is the policy for ministerial staff security clearances?
2. How many staffers employed by the government under the MOPS Act have security clearances?
 - a) At what level?
 - b) If not, why not?
3. How many seconded departmental officers acting in ministerial offices, including DLOs have security clearances?
 - a) At what level?
 - b) If not, why not

Answer:

1. Determination 2012/1 made under the *Members of Parliament (Staff) Act 1984* (MOPS Act) provides that the employment of staff of Ministers and Parliamentary Secretaries is conditional on the employee gaining and maintaining a Negative Vetting Level 2 security clearance. A link to the Determination can be found at http://www.finance.gov.au/sites/default/files/2012-1_Determination.pdf
2. The Department of Finance facilitates the security clearance process for all personal staff employed under the MOPS Act.
3. As at 2 December 2013 there were 11 departmental staff working in ministerial offices. Of these, 10 held security clearances.

Question: 260 (continued)

Minister's office	DLO	Neg Vet 1
	DLO	Neg Vet 1
	A/g Senior Adviser	Neg Vet 2
	A/g Media Adviser	Baseline clearance
	A/g Adviser	Neg Vet 2
	A/g Adviser	Neg Vet 1
	A/g Executive Assistant/Diary Manager	No clearance
	A/g Receptionist	Baseline clearance
Parliamentary Secretary's office	DLO	Neg Vet 2
	A/g Adviser	Neg Vet 2
	A/g Receptionist	Neg Vet 1

The A/g Executive Assistant/Diary Manager had previously started a clearance process in the department, however a clearance had not been obtained as at 18 November 2013.

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Question: 261

Division/Agency: Governance Division

Topic: Ministerial briefing

Proof Hansard page: Written

Senator LUDWIG asked:

1. Does the department provide a regular briefing to the Minister on the activities of the department and/or any upcoming issues and/or any upcoming matters to come before the Minister?
2. In what form does that occur?
3. On what basis is that provided?
4. What title is this briefing given?

Answer:

1. Yes.
- 2 and 3. Briefings may be written or verbal and are usually provided on a weekly basis.
4. The written briefings are titled *Over the Horizon*.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 262

Division/Agency: Governance Division

Topic: Departmental senate estimates briefing

Proof Hansard page: Written

Senator LUDWIG asked:

1. How many officers were responsible for preparing the Minister's briefing pack for the purposes of senate estimates?
2. How many officer hours were spent on preparing that information?
 - a) Please break down the hours by officer APS classification
3. Were drafts shown to the Minister or their office before senate estimates?
 - a) If so, when did this occur?
 - b) How many versions of this information were shown to the minister or their office?
4. Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
 - a) If so, when did this occur?
 - b) What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
 - c) When were the changes made?

Answer:

1. Three officers.
2. The department does not currently collect data on the effort associated with the preparation of Senate Estimates briefing pack. To collect this data would involve a significant diversion of resources.
3. No
4. No

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Question: 263

Division/Agency: Governance Division

Topic: Red tape reduction

Proof Hansard page: Written question

Senator LUDWIG asked:

1. Please detail what structures, officials, offices, units, taskforce or other processes has the department dedicated to meeting the government's red tape reduction targets?

a) What is the progress of that red tape reduction target?

2. How many officers have been placed in those units and at what level?

3. How have they been recruited?

4. What process was used for their appointment?

5. What is the total cost of this unit?

6. Do members of the unit have access to cabinet documents?

7. Please list the security classification and date the classification was issued for each officer, broken down by APS or SES level, in the red tape reduction unit or similar body.

Answer:

1. A deregulation unit has been established in the department's Governance Division to coordinate the agriculture portfolio's implementation of the government's deregulation agenda. The unit is overseen by an internal working group that ensures coordination across the portfolio. Governance oversight has been assigned to an existing executive committee, the Legislative and Regulatory Reform Committee.

a). The department is awaiting formal advice from government on its regulatory reduction target. In the meantime, several regulatory reform activities are being progressed.

2. There are currently four officers in the department's deregulation unit, led by an SES Band 1.

3. The unit has been established within current resources. The SES Band 1 officer is an existing position that has taken on additional responsibilities for deregulation. The remaining three staff have been redeployed from other roles.

4. Three positions were reassignments within the Governance Division. A fourth EL1 officer has been assigned from the department's mobility pool.

Question: 263 (continued)

5. The total staffing cost (salaries plus overheads) for this unit for 2013–14 is \$346,001.

SES1 (1/3 of role)	9 months	\$62 406
EL2	9 months	\$125 659
EL1	7 months	\$78 968
EL1	7 months	\$78 968
Total		\$346 001

Resourcing for the unit, including staffing levels and classifications, may vary from time to time depending on the volume and nature of the material the unit is required to action.

6. Yes.

7.

SES1	Negative Vetting 2	17 June 2008
EL2	Negative Vetting 1	7 December 2010
EL1	Baseline	16 March 2011
EL1	Baseline	5 May 2006

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Question: 264

Division/Agency: Governance Division

Topic: IIGB considered red tape

Proof Hansard page: Written

Senator STERLE asked:

Is biosecurity funding quarantined from the Commission of Audit?

a). Does the department consider the IIGB to be red tape?

Were those policies costed by the PBO, were those costing submitted to the department?

Answer:

The National Commission of Audit terms of reference state that the Commission has a broad remit to examine the scope for efficiency and productivity improvements across all areas of Commonwealth expenditure.

The Interim Inspector-General of Biosecurity (IIGB) was a recommendation of the *Independent Review of Australia's Quarantine and Biosecurity Arrangements* (the Beale Review) to establish a statutory office of the Inspector-General of Biosecurity within the Department of Agriculture (Recommendation 20).

The IIGB provides an independent means of assessing performance of individual programs within the department.

The IIGB was not included in the PBO's 2013 post-election report of election commitments.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

November 2013

Agriculture

Question: 265

Division/Agency: Governance Division

Topic: Departmental officers in the Minister and Parliamentary Secretary offices

Proof Hansard page: written

Senator STERLE asked:

1. Have any departmental officers been seconded to the Minister's office or the office of the Parliamentary Secretary?
 - a) If so, what are the details of those appointments and how were they made?
 - b) Are they temporary or permanent?
 - c) Who is paying for them – are they on the department's books or have they been engaged under the MOPS Act and are therefore on the minister's books?

Answer:

- 1 a) For officers seconded to the minister's office please refer to response to Question on Notice 125. As at 2 December 2013 two departmental officers were seconded to the parliamentary secretary's office.

Details are as follows:

Title	Commencement date
A/g Adviser	1 October 2013
A/g Receptionist	7 October 2013

- b) Temporary
- c) The department is paying for departmental officers seconded temporarily to the ministerial offices in line with ministerial entitlements.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

November 2013

Agriculture

Question: 266

Division/Agency: Governance Division

Topic: Current allocation of ministerial staff

Proof Hansard page: written

Senator STERLE asked:

1. What is the current allocation of ministerial staff, how many are seconded from the department?
2. What resources are they provided?
3. What travel has the minister done to date?
4. What costs are associated with that travel?
5. What mobile phone costs have been incurred by ministerial staff?

Answer:

1. The allocation of ministerial staff is a matter for the minister's office. For the number of departmental staff seconded to the office please refer to the response to Question on Notice 252 from Supplementary Budget Estimates held in November 2013.
2. Please refer to the response to Question on Notice 252 from Supplementary Budget Estimates held in November 2013.
3. & 4. Please refer to the response to Question on Notice 232 from Supplementary Budget Estimates held in November 2013.
5. Please refer to the response to Question on Notice 277 from Supplementary Budget Estimates held in November 2013.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 267

Division/Agency: Governance Division

Topic: Charter letter

Proof Hansard page: Written

Senator STERLE asked:

1. Has the Minister received a charter letter from the Prime Minister or is it expected that a charter letter will be received by the Minister?
2. Can you detail the division of responsibilities between the Minister, assistant Ministers and the Parliamentary Secretary (ies)?
3. Are those arrangements finalised or could they change on receipt of a charter letter from the Prime Minister?
4. Where are these arrangements recorded – where can we find them?

Answer:

1. Yes, the Minister has received a charter letter from the Prime Minister.
2. The Minister has primary responsibility for all aspects of the portfolio, including in relation to Cabinet matters. The Parliamentary Secretary has carriage of the portfolio's responsibilities relating to the fisheries and forestry sectors and portfolio issues pertaining to Tasmania.
3. The arrangements have been agreed to by the Prime Minister, the Minister and the Parliamentary Secretary.
4. These arrangements have not been publicly recorded.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 268

Division/Agency: Governance Division

Topic: Red and green tape cuts

Proof Hansard page: Written

Senator STERLE asked:

Can you provide detail how the government will cut the cost of red and green tape and by how much?

Answer:

The department is awaiting formal advice on the size of its regulatory reduction target. In the meantime, it has established a deregulation unit to coordinate the agriculture portfolio's contribution to the Government's deregulation agenda.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 269

Division/Agency: Governance Division

Topic: Reducing red tape

Proof Hansard page: Written

Senator STERLE asked:

Explain the Government's commitment to improve performance efficiency and reducing unnecessary red tape in export certification, Australian Pesticides and Veterinary Medicines Authority chemical registration and the Live Export Supply Chain Assurance Scheme ESCAS

Answer:

The Government is committed to remove unnecessary red tape in all of these areas. To progress this, the department has established a deregulation unit to coordinate the removal of unnecessary red tape and is investigating a number of potential regulatory reform activities in these areas.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 270

Division/Agency: Governance Division

Topic: Media monitoring

Proof Hansard page: Written

Senator LUDWIG asked:

1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office from 7 September 2013 to date?
 - a) Which agency or agencies provided these services?
 - b) What is the estimated budget to provide these services for the year 2012-13?
 - c) What has been spent providing these services from 7 September 2013 to date?
2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?
 - a) Which agency or agencies provided these services?
 - b) What is the estimated budget to provide these services for the year 2013-14?
 - c) What has been spent providing these services from 7 September 2013 to date?

Answer:

Department of Agriculture

1.
 - a) Media monitoring services are provided daily to departmental officers and, as part of that service, clips are distributed electronically to the minister's and parliamentary secretary's offices at no additional cost.
 - b) Nil.
 - c) Nil.
2.
 - a) iSentia (formerly known as Media Monitors) provided these services.
 - b) The estimated budget to provide these services for 2013-14 is \$261 120.
 - c) \$37 888.99 (inc GST) has been spent providing these from 7 September to 30 October 2013.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 271

Division/Agency: Governance Division

Topic: Media training

Proof Hansard page: Written

Senator LUDWIG asked:

1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:
 - a) Total spending on these services
 - b) The number of employees offered these services and their employment classification
 - c) The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
 - d) The names of all service providers engaged
2. For each service purchased from a provider listed under (d), please provide:
 - a) The name and nature of the service purchased
 - b) Whether the service is one-on-one or group based
 - c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)
 - d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
 - e) The total amount spent on the service
 - f) A description of the fees charged (i.e. per hour, complete package)
3. Where a service was provided at any location other than the department or agency's own premises, please provide:
 - a) The location used

Question: 271 (continued)

- b) The number of employees who took part on each occasion
- c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- d) Any costs the department or agency's incurred to use the location

Answer:

No media training services have been purchased from 7 September 2013 to date for:

- The Department of Agriculture
- Australian Fisheries Management Authority (AFMA)
- Australian Pesticides and Veterinary Medicines Authority (APVMA)
- Wine Australia
- Cotton Research and Development Corporation (CDRC)
- Fisheries Research and Development Corporation (FRDC)
- Grape and Wine Research and Development Corporation (GWRDC)
- Rural Industries Research and Development Corporation (RIRDC).

Grains Research and Development Corporation (GRDC)

Please note the GRDC does not classify staff in accordance with the APS classification structure.

1.

- a) The GRDC has purchased one media training service from 7 September 2013 to date for \$3500.
- b) Seven members of the GRDC regional panel and one employee, admin level
- c) As above
- d) Econnect Communications

Question: 271 (continued)

2.

- a) Media, social media and presentation skills training
- b) Group based
- c) Seven members of the GRDC regional panel and one employee, admin level
- d) 7.5 hours each for the seven panel members and the one employee
- e) \$3500
- f) Complete package

3.

- a) The Pavilion on Northbourne Hotel, Canberra
- b) Seven panel members and one employee
- c) 7.5 hours each for the seven panel members and the one employee
- d) \$1800

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 272

Division/Agency: Governance Division

Topic: Communications staff

Proof Hansard page: Written

Senator LUDWIG asked:

1. For all departments and agencies, please provide—in relation to all public relations, communications and media staff—the following. By department or agency:
 - a) How many ongoing staff, the classification, the type of work they undertake and their location.
 - b) How many non-ongoing staff, their classification, type of work they undertake and their location
 - c) How many contractors, their classification, type of work they undertake and their location
 - d) How many are graphic designers?
 - e) How many are media managers?
 - f) How many organise events?

Answer:

Department of Agriculture

- a) Please see table on following page.
- b) Please see table on following page.
- c) Please see table on the following page.
- d) Three staff provide graphic design services.
- e) The department has 5.6 media managers.
- f) The department has no dedicated event management positions.

Question: 272 (continued)

Classification	Staff	Location	Ongoing, non-ongoing or contract
Executive			
SES Band 1	Assistant Secretary	Canberra	Ongoing
APS4	Executive Assistant	Canberra	Ongoing
Media			
EL2	One staff	Canberra	Ongoing
EL1	One staff and one part-time (0.6)	Canberra	Ongoing
APS6	Two staff	Canberra	Ongoing
APS5	One staff	Canberra	Ongoing
Public relations—agriculture, climate change, sustainability			
EL2	One staff	Canberra	Ongoing
EL1	Three staff (one funded by line area)	Canberra	Ongoing
APS6	Three staff (one funded by line area)	Canberra	Ongoing
Public relations—social media, ABARES and fisheries			
EL2	One staff	Canberra	Ongoing
EL1	Two staff	Canberra	1 ongoing 1 non-ongoing
APS6	One staff, part-time (0.8)	Canberra	Ongoing
Public relations—biosecurity imports, compliance and reform			
EL2	One staff	Canberra	Ongoing
EL1	Two staff	Canberra	1 ongoing 1 contractor
APS6	Five staff	Canberra, Sydney, Melbourne, Brisbane & Cairns	Ongoing
Public relations—biosecurity safeguarding, exports and trade			
EL2	One staff	Canberra	Ongoing
EL1	One staff	Canberra	Ongoing
APS6	One staff and one part time (0.66)	Canberra	Ongoing
Public relations—internal and corporate communication			
EL2	One staff	Canberra	Ongoing
EL1	Two staff and one part time (2.73)	Canberra	Ongoing
APS5	One staff	Canberra	Ongoing
APS4	One staff, part time (0.4)	Canberra	Ongoing
Editing, production, online & design			
EL2	One staff	Canberra	Ongoing
EL1	Four staff and one part time (0.5)	Canberra	Ongoing
APS6	Five staff	Canberra	4 ongoing 1 non-ongoing
APS5	One staff	Canberra	Ongoing
TOTAL:	43 full-time staff, 3.19 part-time staff = 47.69 FTE staff 46 ongoing staff, 2 non-ongoing staff, 1 contractor.		

Question: 272 (continued)

The table below outlines the individual teams and roles within the Department of Agriculture Communication branch.

Team	Number of staff	Role or function
Executive	2 staff	To provide leadership and direction for the branch.
Media	5.6 staff	To answer media queries, write media releases and speeches, liaise with the Minister's Office and address issues relating to portfolio business.
Public relations—adaption, sustainability and productivity	7 staff	To provide context and communicate the work of the department to its stakeholders, industry and the community.
Public relations—social media, ABARES & fisheries	3.8 staff	To provide context and communicate the work of the department to its stakeholders, industry and the community and to coordinate the department's social media activities
Public relations—biosecurity imports, compliance & reform	8 staff	To provide strategic communication advice and product support for biosecurity imports, compliance and reform. Four of these staff are based in regional offices and provide support to Regional Managers.
Public relations—biosecurity safeguarding, exports & trade	3.66 staff	To provide strategic communication advice and production support for biosecurity safeguarding, exports and trade.
Internal and corporate communication	6.13 staff	To communicate executive and corporate messages to 5,000 staff, manage the corporate communication strategy and department brand, and lead change communication activities.
Editing, production, online and design	11.5 staff	To create online and print materials to support and promote the work of the department and its portfolio agencies.

Grape and Wine Research and Development Corporation (GWRDC)

- a) There are no ongoing positions.
- b) Please see table below.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions.
- f) There are no dedicated event management positions.

Question: 272 (continued)

Note: this Agency does not have APS classifications.

Position	Position/role in the branch	Location	Ongoing, non-ongoing or contract
Communication			
Provides communication support for Grape and Wine Research and Development Corporation			
Communication officer	One staff	SA	Non-ongoing

Cotton Research and Development Corporation (CRDC)

- a) Please see table below.
- b) There are no non-ongoing positions.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions.
- f) There are no dedicated event management positions.

Note: this Agency does not have APS classifications.

Position	Position/role in the branch	Location	Ongoing, non-ongoing or contract
Communication			
Provides communication support for Cotton Research and Development Corporation			
Communication and media manager	Position currently vacant	NSW	Ongoing

Wine Australia

- a) Please see table below.
- b) There are no non-ongoing positions.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions. The senior person outlined below could be considered a media manager.
- f) There are no dedicated event management positions.

Question: 272 (continued)

Note: this Agency does not have APS classifications.

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication Provides communication support for Wine Australia Corporation			
Manager Communications & PR (Senior position)	One staff	NSW	Ongoing
Online Communications Advisor (Junior position)	One staff	NSW	Ongoing

Australian Fisheries Management Authority (AFMA)

- a) 1.5 FTE allocated to perform media and communications functions. Please see table below.
- b) There are no non-ongoing positions.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) Please see table below.
- f) There are no dedicated event management positions

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication Provides communication support for Australian Fisheries Management Authority			
EL1	One staff	ACT	Ongoing
APS 6	One staff	ACT	Ongoing
APS5	One staff (0.5 FTE)	ACT	Ongoing

Question: 272 (continued)

Fisheries Research and Development Corporation (FRDC)

- a) Please see table below.
- b) Please see table below.
- c) There were two contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions.
- f) There are no dedicated event management positions.

Note: this Agency does not have APS classifications.

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication Provides communication support for Fisheries Research and Development Corporation			
Communication Manager	One staff	ACT	Ongoing
Communication Officer	One staff	ACT	Ongoing
Digital Content Producer	One staff	ACT	Non-ongoing
Science Writer	One staff	ACT	Non-ongoing

Australian Pesticides and Veterinary Medicines Authority (APVMA)

- a) Please see table below.
- b) Please see table below.
- c) Please see table below.
- d) There are no dedicated graphic design positions. The Web and Communications Coordinator (APS 6) does some graphic design work.
- e) There are no dedicated media management positions. The Director (EL2) performs this function as required.
- f) There are no dedicated event management positions.

Question: 272 (continued)

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication			
Provides communication support for Australian Pesticides and Veterinary Medicines Authority			
Director (EL2)	One staff	ACT	Ongoing
Communications Manager* (EL1) (<i>see note above</i>)	One staff	ACT	Non-ongoing
Communications Officer* (APS 6) (<i>see note above</i>)	One staff	ACT	Non-ongoing position filled by an ongoing member of staff
Web Manager (EL1)	One staff	ACT	Ongoing
Web and Communications Coordinator (APS 6)	One staff	ACT	Ongoing
Web publisher	One staff	ACT	Contract

Grains Research and Development Corporation

- a) Please see table below.
- b) Please see table below.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions.
- f) There are no dedicated event management positions.

Note: this Agency does not have APS classifications.

Question: 272 (continued)

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication			
Provides communication support for Grains Research and Development Corporation			
Communication manager	One staff	ACT	Contractor
Communication coordinator	One staff	ACT	Ongoing

Rural Industries Research and Development Corporation

- a) Please see table below.
- b) There are no non-ongoing positions.
- c) There were no contractors.
- d) There are no dedicated graphic design positions.
- e) There are no dedicated media management positions.
- f) There are no dedicated event management positions.

Note: this Agency does not have APS classifications.

Position	Staff	Location	Ongoing, non-ongoing or contract
Communication			
Provides communication support for Rural Industries Research and Development Corporation			
Communication manager	One staff	ACT	Ongoing
Communication officer	One staff	ACT	Ongoing

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 273

Division/Agency: Governance Division

Topic: Media studios

Proof Hansard page: Written

Senator LUDWIG asked:

Do any departments/agencies have independent media studios? If yes, why? When was it established? What is the set up cost? What is the ongoing cost? How many staff work there and what are their classifications?

Answer:

Neither the Department of Agriculture nor any of its agencies have an independent media studio.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates November 2013

Agriculture

Question: 274

Division/Agency: Governance Division

Topic: Red and green tape reductions impact on Plant Health Australia

Proof Hansard page: Written

Senator STERLE asked:

How will the red and green tape reductions impact on the work of Plant Health Australia?

Answer:

At this stage there has been no impact on the work of Plant Health Australia as a result of the Government's deregulation agenda. The department is awaiting formal advice on the size and specific arrangements relating to meeting its regulatory reduction target.