

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	31
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Departmental travel		
Hansard Page EC:	EC4		

Senator BIRMINGHAM: Can I refer to a question on notice? It is an estimates question on notice, number 192, which sought information about departmental travel and the opening line of that answer is:

The Department does not record travel data in a way that would readily allow answers to be provided to these questions...

It goes on to provide some information but not the type of disaggregated information that had been asked for. However—and I do not know whether you will have these with you—for additional estimates in February of last year, the same questions were asked for a different financial year and a far more detailed and comprehensive answer was given. I am just wondering how it is that less than a year ago these questions were able to be answered? I do note that at that time, the names of staff were deleted and perhaps the question, when re-asked and resubmitted in October last year, should not have requested the names of those, given it had been indicated that was inappropriate to provide. But a whole extensive table at that time, of what was question on notice No. 1, provided all of the information of different band levels, individual expenses, each individual trip itemised and the total costs related to those trips. Why is it that that was able to be provided early last year as a result of last February's estimates but to an identical question asked for a different financial year in the October estimates we could not manage to get the same detail of information?

Mr Gleeson: I would have to take that on notice and have a look at it.

Answer:

Due to changes in travel processes (including: decentralisation of travel bookings; introduction of credit cards for payment of travel expenses; and change of travel management provider), the Department's ability to provide detailed travel information is limited.

Any attempt to provide this level of detail would involve an unreasonable diversion of Departmental resources.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	32
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Overseas travel		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many Department staff travelled overseas?
2. Please detail the total number of trips for each departmental position and their total travel expenses.
3. How many staff travelled first class?
4. How many staff travelled business class?

Answer:

1. From 1 July 2011 until 29 February 2012, 84 departmental staff travelled overseas.
2. The Department does not record travel data in a way that would readily allow answers to be provided to these questions. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
3. One staff member travelled first class, the Secretary.
4. 83 staff members travelled in business class.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 33
Program: Corporate
Division/Agency: CSD
Topic: Overseas Travel
Hansard Page EC: Written

Senator Birmingham asked:

1. What was the total cost of overseas travel for the Department? Please include a list of all international travel itemised by trip, detailing the number of Departmental staff involved and the cost of each trip including the total amounts spent on accommodation and meals, cities or other destinations visited, the purpose of the travel and any specific outcomes achieved.
2. What was the total amount spent by the Department on overseas accommodation and meals?

Answer:

1. The total cost of overseas travel for the Department for the financial year to date is \$2,115,258. Breakdowns of the international spend are provided below:

International Travel	
Airfares	\$1,330,861
Travel allowances for meals and incidentals	\$749,167
Car hire	\$35,230
Total	\$2,115,258

The Department does not record travel data in a way that would readily allow answers to be provided to these questions. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.

2. The total amount spent by the Department on overseas accommodation and meals for the financial year to date is \$749,167.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	34
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Future overseas travel		
Hansard Page EC:	Written		

Senator Birmingham asked:

How many future overseas trips is the Department currently planning?

Answer:

The Department is currently planning approximately 90 overseas trips for the remainder of 2012.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	35
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Interstate Travel		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many staff travelled interstate?
2. What was the total accommodation and meals bill for staff travelling interstate over the past year?

Answer:

1. 441 staff travelled interstate between 1 July 2011 and 29 February 2012.
2. The total accommodation and meals bill for staff travelling interstate between 1 July 2011 and 29 February 2012 was \$538,721.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	36
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel - Department		
Hansard Page EC:	Written		

Senator Fisher asked:

1. For the financial year to date, please detail all travel (itemised separately) undertaken by employees of the Department. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
2. Are employees taking the most direct route when travelling? If not, please explain why.
3. Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the cost per employee.
4. When SES employees travel, do any support or administrative staff (such as their Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.

Answer:

1. The total cost for all travel undertaken by employees of the Department for the financial year to date is \$3,437,286.

The Department does not record travel data in a way that would readily allow answers to be provided to this question. To attempt to provide the requested level of detail would involve an unreasonable diversion of departmental resources.

2. Employees travel to their destinations via the most direct route whenever possible.

3. Lounge memberships are currently provided to ten SES employees at the Department's expense. Qantas and Virgin lounge memberships are provided as per the table below:

Airline Membership	Annual cost per employee	Number of memberships
Qantas Club	\$250.00	Nine
Virgin 'The Lounge'	\$226.36	One

It is departmental policy for SES employees to have access to lounge memberships to provide a suitable work environment whilst travelling.

4. When SES employees travel, support staff do not generally accompany them. Specific costs for this travel cannot be easily identified due to the nature of our booking processes and reporting capabilities.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	37
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel – Minister, Parliamentary Secretary		
Hansard Page EC:	Written		

Senator Fisher asked:

1. For the financial year to date, please detail all travel (itemised separately) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
2. For the financial year to date, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
3. For the financial year to date, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

Answer:

1. Departments do not capture information about travel costs by ministers, parliamentary secretaries and MoPS Act staff, as these arrangements are administered by the Department of Finance and Deregulation.
2. Please refer to Part 1.
3. The total cost for departmental officers that accompanied the Minister and Parliamentary Secretary on their travel for the financial year to date is \$65,259. A breakdown of these trips is provided below.

The Department does not record travel data in a way that would readily allow more detailed answers to be provided to this question. To attempt to provide the requested level of detail would involve an unreasonable diversion of departmental resources.

Itinerary/Class of Travel	Date of departure	Number of officers travelling	Reason for travel	Total cost
Canberra to Townsville and return / Economy class	22/07/11	1	To provide advice on the Townsville and Blacktown solar cities web case studies and public affairs support to the Parliamentary Secretary at the launch of the Magnetic Island solar skate park	\$1,754
Canberra to Melbourne and return / Economy class	27/07/11	1	To provide communication support to the Parliamentary Secretary	\$1,132
Canberra to Sydney and return / Economy class	08/08/11	1	To provide communication support to the Parliamentary Secretary	\$604
Canberra – Sydney – Melbourne – Canberra / Economy class	05/08/11	1	To provide communication support to the Parliamentary Secretary	\$1,815
Canberra to Melbourne and return / Economy class	31/08/11	1	To provide communication support to the Parliamentary Secretary	\$871

Canberra to Pretoria and return / Business class	04/09/2011	3	Participate in a ministerial workshop in Pretoria, South Africa 4-10 September 2011. Delegates support Parliamentary Secretary Dreyfus' attendance at a Ministerial meeting on climate change. South Africa is the incoming President of the Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) and will host COP17 in Durban later this year.	\$28,025
Canberra to Melbourne and return / Economy class	27/09/11	1	To provide communication support to the Parliamentary Secretary	\$530
Canberra to Melbourne and return / Economy class	03/10/11	1	To provide communication support to the Parliamentary Secretary	\$815
Canberra to Sydney and return / Economy class	13/10/11	1	To provide communication support to the Parliamentary Secretary	\$945
Canberra to Stellenbosch, South Africa and return / Business class	20/10/2011	1	To attend the fourth meeting of the transitional committee to design the green climate fund and the pre-sessional conference of the parties to the UN Framework convention on climate change in support of the Parliamentary Secretary.	\$11,301
Canberra – Adelaide – Perth – Canberra / Economy class	23/10/11	1	To provide communication support to the Parliamentary Secretary	\$1,851

Canberra – Melbourne – Brisbane – Canberra / Economy class	08/11/11	1	To provide communication support to the Parliamentary Secretary	\$1,395
Canberra to Durban and return / First class	03/12/11	1	Attend the COP to the UNFCCC with the Minister	\$14,221

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	38
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Government stationery requirements		
Hansard Page EC:	Written		

Senator Fisher asked:

How much was spent by the Department on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) this financial year to date?

Answer:

The Department spent \$16,140 on stationery items (such as paper) and office requisites for the Minister's and Parliamentary Secretary's Offices in the period 1 July 2011 to 31 January 2012.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	39
Program:	Corporate		
Division/Agency:	ASCD		
Topic:	Advertising Expenditure 2011-12		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please detail all advertising expenditure in financial year 2011-12 to date by campaign, including the campaign's purpose, total cost (including campaign research and design) and media (i.e. print, radio, TV etc) involved. In each case, if the campaign was part of a broader strategy, what other communications activities were undertaken and at what cost? Please provide a similar breakdown on budgeted future spending.

Answer:

The Clean Energy Future advertising campaign ran from July to September 2011 to raise awareness of the Clean Energy Future plan and carbon price policy. Campaign advertising aired across television, radio, print and online media in metropolitan, regional and rural locations. Advertising activity was supported by a household mail out, information website and call centre.

As of 13 February 2012, a total of approximately \$20 million (excluding GST) had been spent on the campaign development and media buy for the Clean Energy Future national advertising campaign. This included:

- \$3.06 million (excluding GST) in 2010-11; and
- \$16.9 million (excluding GST) in 2011-12.

To support the campaign, a further \$3.9 million (excluding GST) was spent on the *What a Carbon Price Means For You* national mail out. This included:

- \$1.08 million (excluding GST) in 2010-11; and
- \$2.8 million (excluding GST) in 2011-12.

A further \$4.3 million (excluding GST) was also spent on community and public engagement activities. This included

- \$1.3 million (excluding GST) in 2010-11; and
- \$3 million (excluding GST) in the 2011-12 (up to 13 February 2012).

Expenditure in the 2011-12 financial year on the Clean Energy Future advertising campaign and associated public engagement activities as at 13 February 2012 is as follows. All expenditure is reported as GST exclusive.

Clean Energy Future national advertising campaign and associated public engagement activity expenditure (GST exclusive)		
	2011-12	Future Expenditure 2011-12
Projects funded from \$31.5 million allocation for Clean Energy Future campaign		
Advertising Campaign	\$16,915,437	No decision taken
Market Research	\$359,370	
Creative Development	\$147,690	
Public Relations	\$89,120	
Ethnic Communications	\$90,847	
Pitch Fees	\$1,612	
Consultants	Nil	
Media Buy	\$16,208,614	
Legal Fees	\$18,182	
Direct Mail out	\$2,775,363	No decision taken
Paper supply	Nil	
Production	\$1,293,836	
Distribution	\$1,481,527	
Projects funded from Climate Change Foundation Campaign		
Clean Energy Future Website	\$901,283	
Development	\$141,351	
Content	\$98,742	
Household Estimator	\$661,190	
Community Engagement Activities	\$2,107,169	To be advised
Call Centre Services	\$594,467	To be advised
Media Analysis	\$100,535	To be advised
Ad-hoc Discretionary Grant Program	\$913,647	\$670,871
Climate Change Grant Program	\$498,520	\$1,894,550

Please note, initial campaign development costs were funded from the Climate Change Foundation Campaign funding in 2010-11. These costs were \$3,061,091. This has been reported in answers to Questions on Notice from previous Estimates.

Please also note, initial development costs (including paper purchase) were funded from the Climate Change Foundation Campaign funding in 2012-11. This cost was \$1,080,000. This has been reported in answers to Question on Notice from previous Estimates.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	40
Program:	Corporate		
Division/Agency:	ASCD		
Topic:	Advertising - Involvement of other departments and agencies		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many people from government departments and agencies has the Department of Climate Change and Energy Efficiency approached to potentially be part of any Government advertising campaign in connection with climate change and/or the carbon tax?
2. How these people were identified and/or selected, and by what method(s) were they contacted?
3. How many of these people agreed to participate, and how many declined?
4. How many were filmed?
5. On what date did filming of the ads begin, and on what date did it finish?
6. Please list each of the departments and agencies from which participants for the advertising campaign were sought.
7. How many officers from the CSIRO were approached (and please indicate their names), and on what date(s) in each case?

Answer:

The Department did not approach anyone from any Financial Management and Accountability (FMA) listed agencies to be a part of the Clean Energy Future advertising campaign or any other Government advertising campaign in connection with climate change and/or the carbon tax.

CSIRO is not an FMA Act agency and is governed by its own Act.

In May 2011, the Department approached the CSIRO as an organisation, and Dr Wonhas as a nominated contact of the CSIRO, in search of content that would be relevant for the Department's proposed Clean Energy Future website.

Subsequent contact between the Department and the CSIRO's communication team was made throughout May and June 2011. This was in relation to possible participation in a filmed interview at the CSIRO Energy Centre facility in Newcastle on 17 June 2011.

**Senate Standing Committee on Environment, Communications and the Arts
Legislation Committee**

Budget Estimates 2010-2011, May 2010

Answers to questions on notice

Climate Change and Energy Efficiency portfolio

Outcome: 1 **Question No:** 41
Program: Corporate
Division/Agency: ASCD
Topic: Advertising
Hansard Page EC: Written

Senator Fisher asked:

1. What was the total cost of all advertising for 2007-08, 2008-09, 2009-10 and 2010-11?
2. For each of those years, list whether the advertising is campaign or non-campaign and details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.
3. Did the Department of Finance and Deregulation provide any advice about the advertising? Provide details of each advertising item.
4. Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.
5. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.
6. What advertising – Campaign and Non-Campaign – and other communications programs is the Department/Agency undertaking, or are planning to undertake?

Answer:

1. Total advertising expenditure (that is, the cost of the media buy) for the Department between 2007-08 and 2010-11 is as follows:

	2007-08	2008-09	2009-10	2010-11
Campaign	-	\$8,704,000	-	-
Non Campaign	\$50,707	\$466,612	\$357,461	\$251,931

2. All advertising was placed through the Central Advertising System administered by the Department of Finance and Deregulation.

Campaign advertising was placed for the Think Climate Think Change national advertising campaign by the Government's centrally contracted media buying agency Universal McCann.

Non-Campaign advertising (including recruitment, tender notices and public consultation) were placed by the Government's centrally contracted non-campaign media buying agencies HMA Blaze and AdCorp respectively.

3. The only campaign advertising in this period was the Think Climate Think Change campaign in 2008. The Communications Advice Branch within the Department of Finance and Deregulation did not become operational until 1 September 2008. As such, the Think Climate Think Change national advertising campaign was developed in accordance with the draft Australian Government advertising guidelines and in close consultation with the Australian National Audit Office, (ANAO).
4. The Think Climate Think Change national advertising campaign was one of the first campaigns conducted under the new guidelines and no precedents or business process guidance had been established. Written briefings were provided by the Department to Minister seeking her approval of the advertisements following written advice from the ANAO that the advertisements met the new guidelines. The Minister approved the advertisements on 17 July 2008. Changes were made to the advertisements on 18 July 2008 and the ANAO and Minister approved the revised advertisements on 18 July 2008.
5. Table 1 below provides details for other communications activities (excluding media buy) conducted by the Department between 2007-08 and 2010-11.

Table 1 – DCCEE Communication Activities – 2007-08 to 2010-11			
Name	Year	Expenditure (exc GST)	Service Provider
*Think Climate, Think Change national advertising campaign	2008	476,144 \$13,050 \$148,935	M&C Saatchi Website Development costs GFK Blue Moon / Woolcott Research
Think Climate, Think Change national schools competition	2009	\$315,000	Kids Media
Shout Out for Climate Change school and university competition	2010	\$311,000	Public Relations - Willett Marketing Website - Alpha Salmon
AFL partnership	2010	\$200,000	Department of Climate Change and Energy Efficiency
Clean Energy Future national advertising campaign development	2010-11	\$3,061,090	Smart Melbourne (McCann Worldgroup)
Clean Energy Future Direct mail out	2010-11	\$1,080,000	Print Production - PMP Print Pty Ltd, Graphic Design GriD, Distribution - Australia Post
Ad-hoc Discretionary Grant Program	2010-11	\$284,970	Various Grant Recipients

6. As at 13 February 2012, the Department was not undertaking and had not received approval to undertake any campaign related advertising. However, the Department regularly conducts non-campaign related advertising for recruitment, tender notices and public consultation.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	42
Program:	Corporate		
Division:	RD		
Topic:	Corporate Branding/Graphic Design		
Hansard Page EC:	Written		

Senator Birmingham asked:

For Contract Notice CN458232, amended by CN458232-A1 to increase the contract value from \$41,167.50 to \$200,000, was this tender re-opened prior to the contract value being increased? Please outline on what basis the contract value was increased. Has the Department received value for money?

Answer:

The Department of Climate Change and Energy Efficiency (DCCEE) contract with Zoo Branding for development of the brand strategy, visual identity and rebranding of products for the Clean Energy Regulator was \$200,000.

The \$41,167.50 was incorrectly reported as a variation on AusTender and was corrected on 19 January 2012. This amount was a milestone payment as part of the overall value. There was no increase to the original contract value of \$200,000.

DCCEE undertook a Request for Quote process using the Department of Human Services Creative and Design Panel and selected the supplier based on value for money.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	43
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Hospitality and Entertainment - Department		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What is the Department's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events.
2. What is the Department's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events.
3. What hospitality spend is the Department planning on spending? Detail date, location, purpose and cost of all events.
4. What entertainment spend is the Department's planning on spending? Detail date, location, purpose and cost of all events.

Answer:

1. The Department's total hospitality for the period 1 July 2011 to 31 January 2012 was \$135,678. These figures include entertainment and catering costs. The Department does not centrally retain details relating to date, location, and purpose, nor does it itemise spending on catering and entertainment. Preparing this information will require an extensive manual exercise to identify and consult with relevant staff, some of whom no longer work in the Department. Accordingly, in the context of existing workloads, the request is considered an unreasonable diversion of resources.

In accordance with the Department's Financial Delegations instruments and Chief Executive Instructions, official hospitality and business catering must be approved by an SES officer and must comply with the Commonwealth Procurement Guidelines.

2. As per response to Part 1, the Department is unable to provide a breakdown of spending on entertainment.
3. The nature of hospitality expenditure depends on specific functions and is not known until closer to the date of an event.

4. The nature of entertainment expenditure depends on specific functions and is not known until closer to the date of an event.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	44
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Hospitality and Entertainment – MO/PSO		
Hansard Page EC:	Written		

Senator Fisher asked:

1. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of each event.
2. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of each event.
3. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.
4. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.

Answer:

1. Nil
2. Nil
3. Nil
4. Nil

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 45
Program: Corporate
Division/Agency: CSD
Topic: Board appointments
Hansard Page EC: Written

Senator Fisher asked:

1. List all 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 for this financial year to date.

Answer:

1. Please refer to Attachment A.
2. Gender ratio on each board and across the portfolio:

Board or body	Ratio Male:Female
Emissions Intensive Trade Exposed (EITE) Expert Advisory Committee	2:1
Climate Commission	2:1
High leave coordination group on climate change science	3:1 (one position currently vacant)
Coasts and Climate Change Council	3:5
Domestic Offsets Integrity Committee	1:1
Clean Energy Regulator	0:1 (additional appointments yet to be announced)
Low Carbon Australia Limited	2:1

3. Board appointments for this financial year to date:

Board or body	Name of appointed member
EITE Expert Advisory Committee	Mr John Marlay
EITE Expert Advisory Committee	Prof David Boymal
EITE Expert Advisory Committee	Dr Lorraine Stephenson
Domestic Offsets Integrity Committee	Professor Tim Reeves
Domestic Offsets Integrity Committee	Dr Tony Press
Domestic Offsets Integrity Committee	Professor Lynnette Abbott
Domestic Offsets Integrity Committee	Ms Rebecca Burdon
Domestic Offsets Integrity Committee	Dr Brian Keating
Domestic Offsets Integrity Committee	Ms Shayleen Thompson
Clean Energy Regulator	Ms Chloe Munro



ATTACHMENT A

Name of the board or body	Person	Gender	State	Position	Period of appointment	
					Commencement date	Expiry date
EITE Expert Advisory Committee	John Marlay	M	NSW	Chair	1 January 2012	31 December 2012
EITE Expert Advisory Committee	David Boymal	M	Vic	Member	1 January 2012	31 December 2012
EITE Expert Advisory Committee	Lorraine Stephenson	F	Qld	Member	1 January 2012	31 December 2012
Climate Commission	Tim Flannery	M	NSW	Chief Commissioner	February 2011	December 2012
Climate Commission	Susannah Elliott	F	SA	Commissioner	February 2011	December 2012
Climate Commission	Roger Beale	M	ACT	Commissioner	February 2011	December 2012
Climate Commission	Gerry Hueston	M	Vic	Commissioner	February 2011	December 2012
Climate Commission	Lesley Hughes	F	NSW	Commissioner	February 2011	December 2012
Climate Commission	Will Steffen	M	ACT	Commissioner	February 2011	December 2012
National Climate Change Adaptation Research Facility Board	Ian Carruthers	M	ACT	Chair	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Harinder Sidhu	F	ACT	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Ned Pankhurst	M	Qld	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Jean Palutikof	F	Qld	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Chris Cocklin	M	Qld	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Jim Piper	M	NSW	Member	12 April 2011	30 June 2013

ATTACHMENT A

National Climate Change Adaptation Research Facility Board	Yolande Yorke	F	Qld	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Stephanie Ziersch	F	SA	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Amanda McCluskey	F	NSW	Member	12 April 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Allan Jones	M	NSW	Member	12 April 2011	30 June 2013
High level coordination group on climate change science	Subho Banerjee	M	ACT	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Andrew Johnson	M	Qld	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Patricia Kelly	F	ACT	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Bureau representative yet to be determined			Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Nick Gales	M	Tas	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Tony Press	M	Tas	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Andy Pitman	M	NSW	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	David Karoly	M	Vic	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	John Church	M	Tas	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Greg Withers	M	Qld	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Jean Palutikof	F	Qld	Ex officio member	October 2009	February 2012
High level coordination group on climate change science	Chris Pigram	M	ACT	Ex officio member	October 2009	February 2012

ATTACHMENT A

High level coordination group on climate change science	Margaret Sheil	F	ACT	Ex officio member	October 2009	February 2012
Coasts and Climate Change Council	Bruce Thom	M	NSW	Chair	October 2009	December 2011
Coasts and Climate Change Council	Sam Mostyn	F	NSW	Member	October 2009	December 2011
Coasts and Climate Change Council	Barbara Norman	F	ACT	Member	October 2009	December 2011
Coasts and Climate Change Council	Paddi Creevey	F	WA	Member	October 2009	December 2011
Coasts and Climate Change Council	Genia McCaffery	F	NSW	Member	March 2011	December 2011
Coasts and Climate Change Council	Lorraine Pyefinch	F	Qld	Member	July 2010	December 2011
Coasts and Climate Change Council	Andrew Beatty	M	NSW	Member	March 2011	December 2011
Coasts and Climate Change Council	Andrew McCowan	M	Vic	Member	March 2011	December 2011
Domestic Offsets Integrity Committee	Tim Reeves	M	Vic	Chair	27 February 2012	30 January 2014
Domestic Offsets Integrity Committee	Tony Press	M	Tas	Member	27 February 2012	30 January 2014
Domestic Offsets Integrity Committee	Lynnette Abbott	F	WA	Member	27 February 2012	30 January 2014
Domestic Offsets Integrity Committee	Rebecca Burdon	F	Vic	Member	27 February 2012	30 January 2014
Domestic Offsets Integrity Committee	Brian Keating	M	Qld	Member	27 February 2012	30 January 2014
Domestic Offsets Integrity Committee	Shayleen Thompson	F	ACT	Member	27 February 2012	30 January 2014
Low Carbon Australia Limited	Robert Hill	M	SA	Chair	14 January 2010	13 January 2012
Low Carbon Australia Limited	Anthony Coleman	M	NSW	Director	14 January 2010	13 January 2015
Low Carbon Australia Limited	Don Matthews	M	Vic	Director	14 January 2010	13 January 2015
Low Carbon Australia Limited	Martijn Wilder	M	NSW	Director	14 January 2010	13 January 2015
Low Carbon Australia Limited	Tanya Cox	F	NSW	Director	2 June 2011	1 June 2014
Low Carbon Australia Limited	Linda Nicholls	F	Vic	Director	2 June 2011	1 June 2014
Clean Energy Regulator	Chloe Munro	F	Vic	CEO/Chair	2 April 2012	2 April 2017

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	46
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Grants		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the Department complied with interim requirements relating to the publication of discretionary grants?

Answer:

Yes. The Department reports all grants as required by Finance Circular No. 2009/04 and the Commonwealth Grant Guidelines, which require an agency to publish on its website information on its individual grants no later than seven working days after the funding agreement for the grant takes effect.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	47
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Discretionary Grants		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the intended use of the grants and what locations have benefited from the grants.
2. Has the Department complied with interim requirements relating to the publication of discretionary grants?

Answer:

1. A list of all grants for the Department can be found at:
www.climatechange.gov.au/about/grants.aspx.
2. Yes. The Department reports all grants as required by Finance Circular No. 2009/04 and the Commonwealth Grant Guidelines, which require an agency to publish on its website information on its individual grants no later than seven working days after the funding agreement for the grant takes effect.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	48
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Corporate Cars		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many cars are owned by the Department?
2. Where is the car/s located?
3. What is the car/s used for?
4. What is the cost of each car for this financial year to date?
5. How far did each car travel this financial year to date?

Answer:

No cars are owned by the Department. The Department leases its vehicles as part of the contract for the provision of motor vehicle fleet management and leasing services negotiated and administered by the Department of Finance and Deregulation on behalf of all Australian Government departments and agencies.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 49
Program: Corporate
Division/Agency: CSD
Topic: Taxi cost
Hansard Page EC: Written

Senator Fisher asked:

1. How much did the Department spend on taxis in 2007-08, 2008-09, 2009-10 and 2010-11? Provide a breakdown of each business group in the Department.
2. How much did the Department spend on taxis this financial year to date? Provide a breakdown of each business group in the Department.

Answer:

Business group	2007-08 ^{1,2}	2008-09 ¹	2009-10 ¹	2010-11	2011-12 (to 31 Jan 2012)
Adaptation, International & Regulatory Group	\$4,763	\$147,312	\$171,794	\$51,398	\$54,463
Frameworks Group				\$32,257	\$24,777
Energy Efficiency and Corporate group				\$115,031	\$50,302
TOTALS	\$4,763	\$147,312	\$171,794	\$198,686	\$129,542

¹ Business groups within the Department are reorganised on occasion due to changes in business operations. It is not practical to provide breakdowns in line with the current group structure prior to 30 June 2010.

² Though the Department was created on 3 December 2007, all accounting functions remained with the Department of Environment, Water, Heritage and the Arts (now SEWPAC) until 30 June 2008.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	50
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Freedom of Information		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Has the Department received any advice on how to respond to FOI requests?
2. What was the total cost to the Department to process FOI requests for 2009-10 and 2010-11?
3. What is the total cost to the Department to process FOI requests for this financial year to date?
4. How many FOI requests did the Department receive for the financial year 2009-10 and 2010-11? For each financial year, how many requests were denied and how many were granted? Did the Department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?
5. How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?
6. How many conclusive certificates have been issued in relation to FOI requests for this financial year to date?

Answer:

1. The Department processes FOI requests in accordance with the *Freedom of Information Act 1982* (FOI Act), FOI Regulations, and the FOI Guidelines available from the Office of the Australian Information Commissioner (OAIC). Departmental representatives have undertaken a range of professional development and training on FOI including attending the FOI Practitioner's Forum hosted by the Australian Government Solicitor and the Information Contact Officer Network meetings hosted by the OAIC.
2. The total cost to the Department to process FOI requests for 2009-10 was \$76,593. The total cost to the Department to process FOI requests for 2010-11 was \$327,219.

3. The total cost to the Department to process FOI requests for the 2011-12 financial year to 15 March 2012 is \$252,975.
4. In the 2009-10 financial year, the Department:
 - received 23 new FOI requests made under section 15 of the FOI Act;
 - received four requests for internal review under section 54 of the FOI Act;
 - accepted transfer of 13 requests from other Commonwealth agencies under section 16 of the FOI Act; and
 - processed 14 consultation requests from other Commonwealth and state agencies.

In the 2009-10 financial year the Department:

- granted access in full in seven FOI cases;
- granted partial access in seven FOI cases;
- refused access in three FOI cases; and
- had six requests withdrawn.

Two requests were processed in excess of the statutory time period during the financial year 2009-10. Processing of these requests has been completed.

In the 2010-11 financial year, the Department:

- received 114 new FOI requests made under section 15 of the FOI Act;
- received six requests for internal review under section 54 of the FOI Act;
- accepted transfer of 11 requests from other Commonwealth agencies under section 16 of the FOI Act;
- was notified of two requests for external review by the OAIC; and
- received eight consultation requests from other Commonwealth and state agencies, seven of which were answered in the period. The remaining consultation requests have since been completed.

In the 2010-11 financial year, the Department:

- granted access in full in 19 FOI cases;
- granted partial access in 27 FOI cases;
- refused access in 18 FOI cases;
- had 34 requests withdrawn;
- processed 33 requests concurrently with other requests; and
- transferred one request to another agency for processing.

Six requests were processed in excess of the statutory processing time. None of the requests remain outstanding.

5. In the current financial year, as at 15 March 2012 the Department has:

- received 78 new FOI requests made under section 15 of the FOI Act;
- received one request for internal review under section 54 of the FOI Act;
- accepted transfer of five requests from other Commonwealth agencies under section 16 of the FOI Act; and
- received seven consultation requests from other Commonwealth agencies.

In response to these requests, the Department:

- granted access in full in 20 FOI cases;
- granted partial access in 28 FOI cases;
- refused access in 13 FOI cases; and
- had 14 requests withdrawn.

One request was processed in excess of the statutory processing time. Processing of this request has been completed.

6. The Department has not issued any conclusive certificates in relation to FOI requests for the current financial year as at 15 March 2012.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

REVISED

Outcome:	1	Question No:	51
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Legal Costs		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What sum did the Department spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.
2. What sum did the Department spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did the Department spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.
4. What sum did the Department spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

Answer:

For the period from 1 July 2012 to 19 March 2012, the Department spent:

1. \$1,974,167 on internal legal services (this figure does not include direct and indirect employee overhead);
2. \$1,219,660 on legal services from the Australian Government Solicitor;
3. \$362,801 on legal services from private law firms; and
4. **\$118,319 on legal services from other sources.**

The requested detail regarding each legal service and costs has not been provided in this answer. In the Department's view, it is not possible to provide further detail about legal expenditure without devoting significant departmental resources to both the examination of individual legal matters and whether disclosure will potentially compromise any legal professional privilege claims. In addition, internal legal advice is provided by Department of Climate and Energy Efficiency (DCCEE) legal. DCCEE legal does not charge for legal advice provided, nor do they estimate the commercial value of legal advice provided.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	51
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Legal Costs		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What sum did the Department spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.
2. What sum did the Department spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did the Department spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.
4. What sum did the Department spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

Answer:

For the period from 1 July 2012 to 19 March 2012, the Department spent:

1. \$1,974,167 on internal legal services (this figure does not include direct and indirect employee overhead);
2. \$1,219,660 on legal services from the Australian Government Solicitor;
3. \$362,801 on legal services from private law firms; and
4. \$270,979 on legal services from other sources.

The requested detail regarding each legal service and costs has not been provided in this answer. In the Department's view, it is not possible to provide further detail about legal expenditure without devoting significant departmental resources to both the examination of individual legal matters and whether disclosure will potentially compromise any legal professional privilege claims. In addition, internal legal advice is provided by Department of Climate and Energy Efficiency (DCCEE) legal. DCCEE legal does not charge for legal advice provided, nor do they estimate the commercial value of legal advice provided.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	52
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Community Cabinet		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What was the cost of Ministers travel and expenses for the Community Cabinet meetings held this financial year to date?
2. How many Ministerial Staff travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel?
3. How many Departmental officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodate and any other expenses.
4. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?

Answer:

1. The meeting attendance costs of the Minister for Climate Change and Energy Efficiency, the Hon Greg Combet AM MP, and/or the Parliamentary Secretary for Climate Change and Energy Efficiency, the Hon Mark Dreyfus QC MP, and their staff were met by the Department of Finance and Deregulation. The Department of Climate Change and Energy Efficiency has no involvement in the travel arrangements for the Minister, the Parliamentary Secretary or their staff.
2. Please refer to Part 1.
3. The Department sent one senior departmental officer to accompany the Minister and/or Parliamentary Secretary to each meeting. Following is a breakdown of costs for departmental officers.

Departmental Officer Travel Costs for the Financial Year to Date

Location / Meeting Date	Airfares	Accommodation	Meals & Incidentals	Total
Moreton (Qld) – 1 September 2011	\$991	\$233	\$150	\$1,374
Kingston (Tas) – 3 October 2011	\$577	\$168	\$173	\$918
Werribee (Vic) – 10 November 2011	\$328	\$150	\$150	\$ 627

4. Noting the response to Part 1, the total cost to the Department of Climate Change and Energy Efficiency is \$2,919.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	53
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Reviews		
Hansard Page EC:	Written		

Senator Fisher asked:

For this financial year to date:

1. How many reviews are being undertaken?
2. What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded.
3. Which of these reviews has been provided to Government?
4. When will the Government be responding to the respective reviews that have been completed?
5. What is the estimated cost of each of these Reviews?
6. What reviews are planned?
7. When will each of these reviews be concluded?

Answer:

Please see [Attachment A](#).

ATTACHMENT A

1. Name of reviews undertaken by the department in FY2011-12	2. When will each review be concluded? What reviews have been concluded?	3. Which of these reviews have been provided to Government?	4. When will the Government be responding to the respective reviews that have been completed?	5. What is the estimated cost of each of the reviews?	6. What reviews are planned?	7. When will each of these reviews be concluded?
Gateway Review – First Stage Review – July 2011	Concluded	Gateway Review – First Stage Review – July 2011 on 7 September 2011	Minister noted the Review and its findings.	Cost for Gateway Reviews are met by the Department of Finance and Deregulation	N/A	N/A
Gateway Review - Mid Stage Review - December 2011	Concluded	Gateway Review - Mid Stage Review - December 2011 on 23 December 2011	Minister noted the Review and its findings.	Cost for Gateway Reviews are met by the Department of Finance and Deregulation	Gateway Review - Second Mid Stage Review - June 2012	July 2012
Energy Efficiency in Government Offices Policy end of Term Review	Review concluded on 1 October 2011	EEGO Policy end of Term Review	To be advised	\$65,670	N/A	N/A
ANAO Audit – Administration of the National Greenhouse and Energy Reporting Scheme	Review concluded February 2012	ANAO Audit – Administration of the National Greenhouse and Energy Reporting Scheme	Response received available on Departments website	N/A	N/A	N/A

6-7: No further reviews are planned at this stage for this financial year.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 54
Program: Corporate
Division/Agency: CSD
Topic: Commissioned Reports
Hansard Page EC: Written

Senator Fisher asked:

1. How many reports were commissioned by the government in your portfolio in 2007-08, 2008-09, 2009-10 and 2010-11?
2. How many Reports have been commissioned by the Government in your portfolio this financial year to date? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
 - a. How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?
 - b. What is the current status of each report? When is the Government intending to respond to these reports?

Answer:

1.

Year	Number of reports commissioned
2007-08	3
2008-09	3
2009-10	3
2010-11	14

2. Please refer to Attachment A.

ATTACHMENT A

2.

DETAILS	Energy savings Initiative Working Group Progress Report	Gateway Review – Mid Stage Review	Gateway Review – Second Mid Stage Review	National Solar Schools Program – Interim evaluation
Date report commissioned	10 July 2011	8 November 2011	1 March 2012	14 October 2011
Date report handed to Government	July 2012	23 December 2011	July 2012	9 March 2012
Date of public release	To be advised	N/A	N/A	To be advised
Terms of reference	Yes	Yes	No	No
Number of committee members	Four	Four	To be advised	N/A

a.

DETAILS	Energy savings Initiative Working Group Progress Report	Gateway Review – Mid Stage Review	Gateway Review – Second Mid Stage Review	National Solar Schools Program – Interim evaluation
How much did each report cost/or is estimated to cost?	N/A	Cost met by Department of Finance and Deregulation	Cost met by Department of Finance and Deregulation	\$65,000
How many departmental staff were involved in each report and at what level?	1 x SES Band 1 2 x EL2 2 x EL1 1 APS6 1 x Graduate	2 x EL1 1 x APS5	N/A	1 x EL1

b.

DETAILS	Energy savings Initiative Working Group Progress Report	Gateway Review – Mid Stage Review	Gateway Review – Second Mid Stage Review	National Solar Schools Program – Interim evaluation
What is the current status of each report?	Report in draft	Complete	Complete	Report final
When is the Government intending to respond to these reports?	To be advised	Responded to on 20 January 2012	To be advised	To be advised

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	55
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Media Monitoring - Department		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Department for 2007-08, 2008-09, 2009-10 and 2010-11.
2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Department this financial year to date?
 - a. Which agency or agencies provided these services?
 - b. What is the estimated budget to provide this same services for the year 2011-12?
 - c. What has been spent providing these services this financial year to date?

Answer:

1. In 2007-2008 the Department of Climate Change had a shared service arrangement with the Department of Environment, Water, Heritage and the Arts (DEWHA). DEWHA's media monitoring expenditure is on the public record in that Department's annual reports and previous Questions on Notice.

In 2008-2009 the total cost of media monitoring services provided to the Department was \$148,500.

In 2009-2010 the total cost of media monitoring services provided to the Department was \$285,568.

In 2010-11 the total cost of media monitoring services provided to the Department was \$352,973.

2. The total cost of media monitoring services provided to the Department for the financial year to 13 February 2012 is \$288,316.
 - a. Australian Associated Press Pty Ltd.
 - b. The 2011-12 budget for media monitoring services is approximately \$395,000.
 - c. The total cost for media monitoring services provided to the Department for the financial year to date is \$288,316.

Please note, figures are GST exclusive.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	56
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Media Monitoring – MO		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for 2007-08, 2008-09, 2009-10 and 2010-11?
2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for this financial year to date?
 - a. Which agency or agencies provided these services?
 - b. What is the estimated budget to provide this same services for the year 2011-12?
 - c. What has been spent providing these services this financial year to date?

Answer:

1. In 2007-08, 2008-09, 2009-10 financial years the service provided to the Minister's Office was covered as part of the Department's wider media monitoring contract. As at 17 January 2011, the Department entered into a new media monitoring contract.

While media monitoring activities for the Minister's Office continue to be provided as part of the Department's wider media monitoring service, the contract allows for a certain number of transcripts and clips to be made available within a set monthly cost.

Requests from the Minister's Office for additional items outside of these limits are charged to the Office. In the 2010-11 financial year the total cost of these additional media monitoring services provided to Minister Combet's Office was \$980.43.

2. The total cost of media monitoring services provided to Minister Combet's Office financial year to date (13 February 2012) is \$1,450.97.
 - a. Australian Associated Press Pty Ltd.
 - b. The Minister's Office is part of the Department's wider media monitoring service.
 - c. The total cost for media monitoring services provided to Minister Combet's Office, as outlined in Part 1, in the financial year to date is \$1,450.97.

Please note figures are GST exclusive.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	57
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Social Media		
Hansard Page EC:	Written		

Senator Fisher asked:

Have there been any changes to Department social media protocols about staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since publication of the Australian Public Service Commission's Circular 2012/1: Revisions to the Commission's guidance on making public comment and participating online? If yes, please explain and provide copies of any advice that has been issued. If no, please explain why not.

Answer:

The Department is currently reviewing its social media guidelines for staff. The revised guidelines will be consistent with advice from the Australian Public Service Commission's Circular 2012/1.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	58
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Media Subscriptions		
Hansard Page EC:	Written		

1. Does the Department subscribe to pay TV (for example Foxtel)?
 - a. If yes, please provide the reason why, the cost and what channels.
 - b. What is the estimated cost for 2011-12?
 - c. What is the cost for this financial year to date?
2. Does the Department subscribe to newspapers?
 - a. If yes, please provide the reason why, the cost and what newspapers.
 - b. What is the estimated cost for 2011-12?
 - c. What is the cost for this financial year to date?
3. Does the Department subscribe to magazines?
 - a. If yes, please provide the reason why, the cost and what magazines.
 - b. What is the estimated cost for 2011-12?
 - c. What is the cost for this financial year to date?

Answer:

1. a. The Department subscribes to pay TV for the purpose of viewing and monitoring live news to be abreast of current issues as they occur. The channels subscribed to are Sky News Australia and Sky News Business.
 - b. The cost to subscribe to pay TV for the 2011-12 financial year is estimated at \$6,750.
 - c. The cost for pay TV from 1 July 2011 to 28 February 2012 was \$4,484.

2.
 - a. The Department subscribes to newspapers in order to keep up to date with current events that may impact on the Department. The Department regularly subscribes to the following newspapers:
 - The Australian
 - Canberra Times
 - Financial Review
 - Sydney Morning Herald
 - The Age
 - Daily Telegraph
 - b. The cost for newspapers in the 2011-12 financial year is estimated at \$31,500.
 - c. The cost for newspapers from 1 July 2011 to 28 February 2012 was \$21,008.
3.
 - a. The Department does subscribe to magazines for the purpose of keeping abreast of current events that may have an impact on the Department. The magazines subscribed to during the 2011-12 financial year are as follows:
 - The Economist
 - Harvard Business Review
 - New Scientist
 - Climate Change and Law Journal
 - CIO
 - Project Manager
 - b. The cost for magazine subscriptions in the 2011-12 financial year is estimated at \$5,325.
 - c. The cost for magazine subscriptions from 1 July 2011 to 28 February 2012 was \$3,550.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	59
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Paid Parental Leave		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Please list how many staff in the Department are eligible to receive payments under the Government's Paid Parental Leave scheme?
2. Please list how many staff are in receipt of these payments.

Answer:

1. Centrelink has confirmed that seven employees are eligible to receive payments under the Paid Parental Leave scheme.
2. Seven staff members are in receipt of these payments.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	60
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Credit Cards		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many staff in the Department have a corporate credit card? What is their classification?
2. What action is taken if the corporate credit card is misused?
3. How is corporate credit card use monitored?
4. What happens if misuse of a corporate credit card is discovered?
5. Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken.
6. What action is taken to prevent corporate credit card misuse?

Answer:

1. As at 29 February 2012, the Department had issued corporate credit cards to 130 staff. The classification of staff with corporate credit cards ranges from APS4 to APS 6; Executive Level 1 and 2; and Senior Executive Service (SES). The majority of cards are held by Executive Level and SES staff.
2. In the event that a credit card is misused, the officer is required to explain their actions to their manager and the Chief Financial Officer and repay the amount charged to the card. If it is considered appropriate by the Chief Financial Officer, the credit card would be cancelled and the matter referred to the Department's fraud officer. Depending on the circumstances, disciplinary action may be considered as appropriate under the *Public Service Act* and *Financial Management and Accountability Act*.

3. All corporate credit card usage is reviewed by the card holder's supervisor, or relevant reviewing officer on a monthly basis. The supervisor/reviewing officer checks the transactions for accuracy and compliance with the Department's Chief Executive Instructions. In addition, the Department's Credit Card Administrator conducts regular quality control checks of random credit card transactions. As with all financial functions of the Department, credit card expenditure is subject to periodic review by internal and external audit. Further preventative processes include:
 - a. requests for credit cards must demonstrate a business need and be signed by an SES officer;
 - b. centralised control for issuing credit cards; and
 - c. periodic reviews of credit card limits.
4. Please refer to Part 2.
5. Since the formation of the Department in 2007, only two instance of credit card misuse have been discovered.
 - In 2009-10, an SES officer inadvertently used their corporate credit card for personal use. The matter was immediately reported to the Chief Financial Officer by the officer and the amount fully repaid. No further action was taken.
 - In 2011-12, an APS 5 officer inadvertently used their corporate credit card for personal use. The matter was immediately reported to the Chief Financial Officer by the officer and the amount fully repaid. No further action was taken.
6. Please refer to Part 3.

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Additional Estimates 2011-12, 13 February 2012

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 61
Program: Corporate
Division/Agency: CSD
Topic: Provision of equipment
Hansard Page EC: Written

Senator Fisher asked:

1. Does the Department provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.
2. What equipment is provided to departmental staff? Please list what the equipment is, the cost, the classification of the staff receiving the equipment and the reason why.

Answer:

1. The Department provides standard electronic equipment for the Minister and Parliamentary Secretary and their staff.

Details of the equipment provided and associated costs are as follows:

Equipment	Costs
Data Card	\$39.00
RSA Token	\$90.00
Laptop	\$2,592.70
Computer	\$693.24
Monitor	\$174.90
Mobile Phone	\$214.00
Blackberry	\$819.00
Tablet*	\$933.80
Printer	\$388.00 to \$2,876.94
Multifunction device	\$11,150.37
Fax	\$300.00
Label Printer	\$300.00
Desk Phone	\$540.00

*Tablet devices have been provided only to the Minister and Parliamentary Secretary.

2. Standard electronic equipment is provided to all classifications of departmental staff.

This equipment includes:

Equipment	Costs
Computer	\$693.24
Monitor	\$174.90
Printer	\$388.00 to \$2,876.94
Multifunction device	\$11,150.37
Fax	\$300.00
Label Printer	\$300.00
Desk Phone	\$540.00

Specific mobility devices such as Blackberries, mobile phones and laptop devices are generally issued to EL2 officers and above on an as needs basis. However, at times, this equipment is issued to lower level staff, such as executive assistants, when a business case and justification is approved.

Equipment	Costs
Mobile Phone	\$214.00
Blackberry	\$819.00
Tablet	\$933.80
Data Card	\$39.00
RSA Token	\$90.00
Laptop	\$2,592.70