

**Senate Standing Committee on Environment and Communications**  
**Answers to Senate Estimates Questions on Notice**  
**Additional Estimates Hearings February 2013**  
**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**

**Question No: 396, 438, 439**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Training**

**396 Senator Birmingham asked:**

Please provide a breakdown of expenditure for the 2011-12 financial year and for this year to date on staff training expenses detailing expenditure on seminars, conferences, study assistance separately.

**Topic: Educational expenses**

**438 Senator Birmingham asked:**

1. What is the department/agency's guidelines on study?
2. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

**Topic: Executive Coaching**

**439 Senator Birmingham asked:**

1. In relation to executive coaching and/or other leadership training services purchased by Australia Post for senior management or the executive team, please provide the following information for this financial year 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

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2. For each service purchased from a provider listed under (iv), 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
  - d. The total number of hours involved for all employees (please 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
  - b. The number of employees who took part on each occasion (please provide a breakdown for each employment classification)
  - c. The total number of hours involved for all employees who took part (please provide a breakdown for each employment classification)
  - d. Any costs the department or agency's incurred to use the location

**396, 438, 439 Answer:**

The Department does not disaggregate between training, educational expenses or coaching services and, therefore, the costs cannot be readily split. The total training and education expenses for the period 1 July 2012-31 January 2013 relating to staff training (both internal and external) and associated costs, seminars, conferences, coaching, study assistance was \$634,793.22 (GST excl).

The total expenses for the period 1 July 2011-30 June 2012 relating to staff training (both internal and external) and associated costs, seminars, conferences, coaching, study assistance was \$1,334,343.24 (GST excl).

The Department's guidelines on study have not changed since the 2012-13 Supplementary Budget Estimates (October 2012).

The Department conducted a range of in-house training programs over the period 1 July 2012-31 January 2013 covering: leadership; legal awareness; and technical and personal skills development. A total of 333 staff attended these internal programs; some staff attended more than one session. Staff also attended conferences, seminars and professional skills training provided by external organisations. The Department has 41 employees participating in tertiary studies through the Department's studies assistance program.

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**Question No: 397**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Broadband Champions**

**Senator Birmingham asked:**

Please provide copies of all material provided to Broadband champions.

**Answer:**

Please refer to attached answer to Parliamentary Senate Question on Notice 2743.

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SENATE QUESTION

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QUESTION NO. 2743

Senator Birmingham asked the Minister for Broadband, Communications and the Digital Economy, upon notice, on 7 February 2013:

Can copies be provided of all materials supplied by the Department to broadband champions?

Senator Conroy – The answer to the Honourable senator's question is as follows:

The Broadband Champions are provided with information regularly via email updates from the Department. These emails include: updates on the NBN rollout; Departmental programs; upcoming announcements; events and speaking opportunities; and information on activities undertaken by fellow champions. I have attached a sample of those regular communications.

**Sent:** Friday, 18 January 2013 5:13 PM

**Subject:** Broadband Champions Update [SEC=UNCLASSIFIED]

Dear Champions,

The NBN is certainly picking up pace, with a lot of activity this week. Yesterday NBN Co laid fibre in Blacktown which was the first fibre optic cable installed in the Sydney Metropolitan area. Construction continued today with the fibre haul in Penrith, where Federal Member for Lindsay, David Bradbury joined the fibre haul. "It is great to see the streets of Penrith being amongst the first in Australia to receive the NBN," Mr Bradbury said. "The NBN will map the road for our region's future. Not only will it provide local households and businesses with access to high speed affordable broadband, it will also create countless opportunities in the areas of healthcare and education."

Acting Minister, Senator Kim Carr, and Senator for Queensland, Mark Furner, announced that the local community of Lockyer Valley will be able to get free expert advice on embracing the opportunities of the NBN, thanks to a new Digital Hubs and Digital Enterprise Program. Lockyer Valley Regional Council have received \$400,102 to operate a digital hub and to HB Recruitment and Training have received \$265,000 for a digital enterprise. Senator Carr said, "By mid-2015 construction of the NBN fibre network will have commenced, or will be complete, to approximately 3,600 premises across the Lockyer Valley area."

Tamworth has also received \$420,359 to deliver training through Digital Hub, which is due to commence training shortly. Tamworth Regional Council Mayor, Col Murray, said, "Many people don't yet fully understand the opportunities that the NBN will provide to regional Australia. The Tamworth Digital Hub is a great way to help build their confidence in using this great technology through running a range of workshops and training courses. Council has really embraced the concept of the NBN and we are very pleased to partner with the Australian Government."

Federal Member for Adelaide, Kate Ellis, officially opened a Digital Hub and Enterprise in Adelaide, which provides local people, small-to-medium sized businesses and not-for-profit organisations free expert advice on how to make the most of the National Broadband Network (NBN). Lord Mayor Stephen Yarwood said the Digital Hub and Enterprise will be a focal point for the community. "It provides a comprehensive and up-to-date training program to help individuals and businesses engage confidently and safely online. It comes hard on the heels of our co-funding of a city wide Wi-Fi network, and complements the Council's commitment to make Adelaide a well-connected and engaged city."

Congratulations to Paul Greenberg who has accepted an invitation to join the "Expert Network" of Commercialization Australia (CA), an Australian government initiative. Paul said this position is an opportunity to mentor innovative and technology focused businesses and is keen to share more on this network with fellow Champions.

**Sent:** Friday, 5 October 2012 4:29 PM

**Subject:** Broadband Champions Update [SEC=UNCLASSIFIED]

Dear Champions

This week, Senator Conroy, along with Senators Louise Pratt and Glenn Sterle, announced that WA will be home to 3 NBN satellite ground stations to be built and operated in Moonyoonooka near Geraldton, Binduli near Kalgoorlie, and Carnarvon. They are three of ten satellite ground stations that are being constructed to operate the NBN's long-term satellite service that will start in 2015. "These ground stations will bring jobs to the local economies and act as essential NBN satellite gateways, helping deliver fast, affordable, and reliable broadband to rural and remote communities across Australia," Senator Conroy said.

Senator Conroy, with Senator for Tasmania Catryna Bilyk, visited Wafu Works in Kingston Beach, Tasmania, to highlight the importance of the NBN for small business. Wafu Works is a small business retailer, selling Japanese fabrics to textile artists. "The NBN is so reliable I am now able to spend more time putting my focus where it should be – my customers. I am thrilled with the service," Ms Jan Ochi, owner of Wafu Works said. Also in Tasmania, Senator Conroy, and the Federal Member for Bass, Geoff Lyons MP, inspected construction on the NBN in Launceston, where construction has now commenced for 10,000 homes and businesses as well as for another 2,100 premises in Somerset and Binalong Bay.

We hope you all had a chance to watch the Prime Minister's Digital Economy Forum today. Senator Conroy joined the Prime Minister and Minister Shorten in hosting a high level forum on the digital economy in Sydney, which was a unique opportunity for participants to engage in a discussion at the highest levels on how Australian business and industry can take advantage of the NBN to maximize the Government's investment in this game changing infrastructure. Approximately 45 Government, business, and community leaders participated in the forum.

Events and activities are progressing towards Telework Week in November, this video of Rae and Partners, a Tasmanian law firm operating in Launceston and Scottsdale may be of interest to you all. Ross Hart, Managing Partner in the firm, says that staff who work from home using the NBN provide can premium services for his clients.

[http://www.telework.gov.au/telework\\_in\\_action/videos/video\\_rae\\_and\\_partners](http://www.telework.gov.au/telework_in_action/videos/video_rae_and_partners) There are many more interesting case studies here: <http://www.nbn.gov.au/case-studies/>

We would also love to hear from any Champions who speak a second (or even third!) language – we are interested in engaging with members from the community who speak languages other than English and would appreciate Champions involvement in that engagement.

**Sent:** Friday, 17 August 2012 5:19 PM

**Subject:** Champions Update [SEC=UNCLASSIFIED]

Dear Champions,

Firstly, a big thank you to those who attended the Champions Briefing and Cloud + NBN forum last week. Both were a great success and we hope you all found the sessions valuable. We will be following up on many of the suggestions – do feel free to get in touch regarding any other thoughts on the program or the Briefings, in particular.

As we touched on at the Briefings, the Department's Facebook page is edging closer to 1000 "Likes" – a number of which have been from you champions which is great. If you have liked the page already then you would be aware of the content which has been posted.

Some popular stories in this forum have been produced by media outlets including reports from places such as Kiama where people are already connected to the NBN. However, some of the most popular posts have been of champions whose videos were promoted through the Facebook page. Jane Burns' post attracted a great deal of attention, as did Nan Bosler's video, Ric Simes and the live posts by both Darren Alexander and Dave Abrahams from Sydney. The Department also created its first NBN Facebook page album – of Champions meeting with Minister Conroy.

Last week Senator Conroy, Minister Garrett and Senator Evans announced 12 projects under the NBN-Enables Education and Skills Services Program which uses new technologies to offer better access to education and training opportunities to students via the NBN. The chosen projects take advantage of the NBN to deliver education opportunities that would otherwise be unavailable to most students in regional and remote Australia

Senator Conroy also announced that thanks to the NBN, up to 50 new jobs will be created in North Sydney, following an \$11 million investment by Prysmian fibre company. The company has invested \$11 million in its Dee Why manufacturing facility, creating up to 50 new local jobs alongside the company's 100 existing Dee Why employees.

This week the Minister, along with the Hon Jan McLucas, announced the Government will accept all recommendations made in the Access to Telecommunication Services by People with Disability, Older Australians and People Experiencing Illness report. This will aim to improve telecommunication services for vulnerable Australia's.

The recommendations in the Review include:

- Testing how the National Relay Service could be improved through the use of new technologies and new services;
- Strengthening consultation between industry, the community and the government to explore how new communications services can better support people with disabilities, older Australians, and people experience illness;
- Improving the information available to vulnerable Australians to help them make use of everyday telecommunications products; and
- Facilitating periodic discussions between the government and stakeholders about current and emerging telecommunications access issues.

**Sent:** Friday, 4 May 2012 5:25 PM

**Subject:** Champions Update [SEC=UNCLASSIFIED]

Dear Champions,

As some of you may have already seen, the NBN regional advertising campaign launched earlier this week. The campaign educates Australians about the value and benefits of being connected to the NBN and participating in the digital economy enabled by high speed broadband. Regional and rural audiences will be provided with factual information about the NBN to correct some of the common misunderstandings. It will also point them to sources of further information. You can view the NBN website at [www.nbn.gov.au](http://www.nbn.gov.au) to see more of the regional advertising campaign.

This week the Minister released the Convergence review. The review was established by the Australian Government to examine the frameworks that apply to the converged media and communications landscape in Australia. It is a product of what the committee, Glen Boreham, Malcolm Long and Louise McElvogue, believes is necessary for Australia's digital economy to flourish. The committee received more than 340 submissions, 28,000 comments and also undertook in-person consultations.

On Thursday, Amanda Rishworth MP, Member for Kingston, on behalf of the Minister, launched the first South Australian Digital Hub and Digital Enterprise programs in Willunga. A big thank you to Dave Abrahams for presenting at this Launch. The Australian Government established the Digital Hub in the old Willunga Council Chambers to provide free online training to improve Willunga residents' digital literacy and provide the opportunity to experience NBN-enabled broadband services.

We have also been continuing to film more champions' videos this week, many thanks to those who participated in filming and we look forward to seeing the finished products!

As always, please keep us up to date on all your activities.



**Sent:** Friday, 10 February 2012 4:27 PM

**Subject:** This week's happenings [SEC=UNCLASSIFIED]

Good afternoon Champions,

2012 has kicked off with some major digital productivity announcements - already this year the Government has announced Telework Week in November 2012, thank you to Jon Dee for support on this announcement; a \$20.6 million Telehealth Pilot Program commencing 1 July, thank you to John Wilson and Mukesh Haikerwal for their participation at that event; specialist access for children with hearing or vision impairment living in regional and remote Australia and a three year trial of virtual English tuition for new migrants.

You may have also seen on Wednesday this week, the Prime Minister's announcement, that Australians in rural and remote areas are a step closer to fast and affordable broadband services with the \$620 million agreement to design and build two satellites. And it was Safer Internet Day earlier this week, so please take a look at the Minister's comments on discovering the digital work safely and the Easy Guide to Socialising Online.

In addition to this activity underway at the department, Champions have been working on some great positive media coverage:

- the Canberra Times published a piece *Electronic records create healthier system*, featuring Andrew Heslop
- Smartcompany printed a piece *Suppliers vs. online retail: how online businesses are being held back* featuring Deb Sharkey
- Australian Government News published a piece *Australian Government wants more employers and employees to reap many social, economic and environmental benefits of Telework* by Jon Dee
- Reuters News published a piece in their Press Digest Australian Business News - January 5 edition featuring Paul Greenberg

There is also plenty going on at NBN Co and the discovery truck which is touring Australia. We will let you know when it's close to your home towns once we confirm the exact locations with NBN Co.

We also encourage you, to add any other details of your upcoming appearances to our events page on [nbn.gov.au](http://nbn.gov.au). We would be pleased to list your activities here - [nbn.gov.au/get-involved/upcoming-events/](http://nbn.gov.au/get-involved/upcoming-events/)

In other news, we are excited to let you know Mr Graeme Innes AM, has been appointed a broadband champion and will join the team to highlight the benefits of the NBN for those Australian's living with a disability. Graeme has been the Australian Disability Discrimination Commissioner since December 2005, during that time he has also served as Australia's Human Rights Commissioner for three and a half years and as Race Discrimination Commissioner for two years.

Graeme is a Lawyer, Mediator and Company Director. Graeme has led or contributed to the success of a number of initiatives, which include: assistance in drafting of the United Nations Conventions on the Rights of Persons with Disabilities and its ratification by Australia, contribution towards the development of the Australian Government's National Disability Strategy and the Disability (access to premises-buildings) Standards 2010.

Welcome to the team Graeme!

**Sent:** Friday, 25 November 2011 12:18 PM

**Subject:** This week's happenings [SEC=UNCLASSIFIED]

Good afternoon Champions,

The year is drawing to a close but there has been no let up yet in the pace of our activities.

Today has seen the launch of new NBN demonstration facilities in Melbourne. It was great to have Pete Blasina available to MC the event and welcome the Minister and NBN Co's Mike Quigley.

The NBN Discovery Centre and the NBN Co Truck will help to give consumers a chance to learn what the NBN will mean for them. The truck will begin driving around Australia from Tasmania. NBN Co's new \$33 million facilities hope to attract up to 100,000 visitors a year.

Our Comms team is back this morning from another successful business forum in Townsville. Thanks once again to Darren Alexander for making the trip and presenting in style as usual on the benefits of the NBN to small business.

The last week has also seen a successful 13th Australian Computer Conference for Seniors presided over by Nan Bosler. The Minister attended and was the keynote speaker. Presentations from the day, including the Minister's, are being progressively added to the ASCCA website.

If you can keep us informed on your appearances and activities via the NBN forum it would be most appreciated.

Have a great weekend!

**Sent:** Tuesday, 30 August 2011 1:56 PM

**Subject:** Champions update [SEC=UNCLASSIFIED]

Good afternoon champions,

Just to update you on a couple of things in recent days.

Minister Conroy and Minister Crean have called for comments from stakeholders on draft guidelines for the Digital Local Government program. This \$17.1 million program encourages the development and delivery of NBN-supported services for Local Government. More information can be found here: [http://www.minister.dbcde.gov.au/media/media\\_releases/2011/241](http://www.minister.dbcde.gov.au/media/media_releases/2011/241)

You might also be interested in the latest update on NBN implementation.

<http://www.nbn.gov.au/media-centre/fact-sheets/>

We'd like to thank you for participating in our online champions forum—we've seen some interesting posts and discussions on cloud computing, the worth of the internet, teleworking and radio physics, to name just a few. For those of you who have yet to try the forum, you can do so here: [www.nbn.gov.au/forum](http://www.nbn.gov.au/forum) and log-in with your personal username and password. It's a great place to share NBN- and tech-related news.

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**Supplementary Budget Estimates Hearings October 2012**  
**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**

**Question No: 398**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Grants Freeze**

**Senator Birmingham asked:**

- 1) How much has grant funding been reduced across DBCDE and agencies as a result of the grants freeze?
- 2) Please detail all variations to grants (ie reductions, rephasing, etc) that have occurred this financial year.
- 3) Have DBCDE or portfolio agencies been required to find any other savings in this financial year? Please detail all such savings.

**Answer:**

- 1-2) Information on the outcome of the grants pause was reported in the 2012-13 Mid-Year Economic Fiscal Outlook (MYEFO) and in the Finance Minister's media release of 22 October 2012. Information on grant programs can be found on the Department's website.
- 3) Information on the Targeted savings – public service efficiencies was reported in the 2012-13 Portfolio Additional Estimates Statements (PAES) and in the Finance Minister's media release of 25 October 2012.

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**Question No: 399**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: NBN Advertising**

**Senator Birmingham asked:**

1. What is the total cost of NBN related advertising planned for the remainder of this financial year and next financial year until September 14?
2. What is the total cost of advertising planned for the 2013-14 financial year? What is the total cost from 1 July until September 14 2013?

**Answer:**

1. The Government has provided \$24.9 million (GST exclusive) to conduct an NBN campaign for metropolitan Australia in 2012–13 to inform people about the NBN and to enable communities to understand the cost, type and quality of service of the NBN.
2. No further funds have been allocated.

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**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**  
**Question No: 400**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Hospitality and Entertainment**

**Senator Birmingham asked:**

1. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.
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 all events including any catering and drinks costs.
3. 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 all events including any catering and drinks costs.
4. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs

**Answer:**

1. The Department expects to pay for expenses relating to the following event, details of which are provided in the table below.

Date	Location	Purpose	Cost (GST exclusive)
05/02/2013	Minister's Parliament House suite	Dinner with portfolio executives	\$185.80

2. Nil as at 31 January 2013.
3. Nil as at 31 January 2013.
4. At this stage the Department does not expect to pay for any expenses relating to entertainment for the Minister for the remainder of the 2012-13 financial year.

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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 401**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Meeting Costs**

**Senator Birmingham asked:**

1. For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.
2. For each Minister and Parliamentary Secretary office, please detail total meeting spend for this financial year to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.

**Answer:**

1. At this stage the Department does not expect to pay for any expenses relating to meeting costs for the Minister for the remainder of the 2012-13 financial year.
2. Nil as at 31 January 2013.

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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 402**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Program Launch Costs**

**Senator Birmingham asked:**

1. For each Minister and Parliamentary Secretary office, please detail total program launch spend for this financial year to date. Detail date, location, purpose and cost of all events including any catering and drink costs.
2. For each Minister and Parliamentary Secretary office, what program launch spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drink costs.
3. For each Minister and Parliamentary Secretary office, please detail total program launch spend 2011-12. Detail date, location, purpose and cost of all events including any catering and drink costs.

**Answer:**

The Department does not capture program launch expenditure in a way that really enables any costs to be directly attributed between the Minister, Department, grant recipients etc. Accordingly the Department is not in a position to provide the information requested.



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**Department of Broadband, Communications and the Digital Economy**

**Question No: 403, 425**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Media Monitoring**

**403 Senator Birmingham asked:**

1. What is 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 these services for the year 2012-13?
  - c. What has been spent providing these services this financial year to date?

**Topic: Media Monitoring**

**425 Senator Birmingham asked:**

1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for this financial year 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 this financial year to date?

**Answer to 403 and 425**

1. The Department has one media monitoring contract for these services, which includes the Minister's office, and these costs cannot be split.
  - a, b. See the answer to Questions on Notice 458 and 478 from the October 2012 Supplementary Budget Estimates.
  - c. \$136,089.57 (GST excl) has been spent providing these services for 1 July 2012 to 31 January 2013.

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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 404**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Stationery Requirements**

**Senator Birmingham asked:**

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

**Answer:**

Nil as at 31 January 2013.

**Senate Standing Committee on Environment and Communications**  
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**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**  
**Question No: 405**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Ministerial Provision of Equipment**

**Senator Birmingham asked:**

1. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs?
2. For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date?
3. Does the department/agency 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.

**Answer:**

1. The Minister and his staff are provided either a mobile phone or personal digital assistant (PDA for phone and email). The type of device provided is determined by the functionality required. The cost for a mobile handset (either phone or PDA) is \$500 - \$1000.
2. Communication expenses reported from the Department's financial management system includes expenses on items such as: PDAs, portable devices, wireless cards, broadband, fax machines, land lines, mobile phones, etc. To attempt to provide disaggregated data would involve an unreasonable diversion of Departmental resources.

Communication expenses for the Minister's Office from 1 July 2012 to 31 January 2013 were \$24 239.08 (GST excl).

3. Yes. The Minister and his staff are provided with electronic equipment to assist in carrying out their duties. The equipment provided includes items such as: a desktop computer, either a mobile phone or personal digital assistant (pda for phone and email) and a device for remote access to the Department's network. In addition, the suites at Parliament House, and Treasury House in Melbourne, are set up with Wi-Fi, networked printers and video conferencing facilities.

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**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**  
**Question No: 406**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Training for Portfolio Minister and Parliamentary Secretaries**

**Senator Birmingham asked:**

1. For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.
2. For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.
3. For this financial year to date, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.

**Answer:**

Nil

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**Question No: 407**

**Program No. Corporate and Business**

**Hansard Ref: Page 118 (12/02/2013)**

**Topic: QoNs**

**Senator MacDonald asked:**

**Senator IAN MACDONALD:** You will get for me on notice when the NBN's questions were presented.

**Mr Harris:** Yes. The specific questions you are referring to are the ones that were most recently tabled or the whole lot?

**Senator IAN MACDONALD:** All of them. The schedule you have given us for your questions is very useful. If we can get the same for the NBN.

**Mr Harris:** I can.

**Answer:**

NBN Co received 126 questions on notice (QoNs) for the Supplementary Estimates hearings on 16 October 2012. The table below provides details of when NBN Co's responses were presented:

<b>Date lodged</b>	<b>With Dept/NBN Co</b>	<b>With Minister's Office</b>	<b>With Committee</b>
<b>7 December 2012</b>	57.1%	19.1%	23.8%
<b>21 December 2012</b>	44.4%	0.8%	54.8%
<b>24 January 2013</b>	10.3%	20.6%	69.1%
<b>12 February 2013</b>	0.0%	0.8%	99.2%

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**Question No: 408**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Board Appointments**

**Senator Birmingham 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) & 3)

A list of all current boards is outlined at (2) below. For other details, refer to previous tabled responses to Senate Order 13. Also available on the Department's website at:

[Senate Order on Board Appointments \(Senate Order13\)](#).

2) The following table reflects the gender ratio (22 Female: 29 Male) as at end January 2013, of portfolio boards/bodies, excluding the non-Government appointments (Managing Director positions ABC, Australia Post and SBS).

<b>Board/Body</b>	<b>Gender Ratio</b>
Australian Broadcasting Corporation	4 Female: 3 Male
Australian Communications and Media Authority	1 Female: 6 Male
Australia Post	3 Female: 5 Male
NBN Co	4 Female: 5 Male
Regional Telecommunication Independent Review Committee	2 Female: 4 Male
Special Broadcasting Service	5 Female: 3 Male
Telecommunications Universal Service Management Agency	3 Female: 3 Male

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**Question No: 409**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Community Cabinet Meetings**

**Senator Birmingham asked:**

- 1) How many Community Cabinet meetings has the Minister attended this financial year to date? List date and location.
- 2) 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. Which Community Cabinet meetings did the Departmental Officers attend? List date and location.
- 3) What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?

**Answer:**

Refer to the response (a –c) to October 2012 Supplementary Estimates Questions on Notice 455 for details to 30 September 2012.

To 31 January 2013 two Community Cabinet meetings have been held. The Minister attended both these meetings held on 3 October 2012 at Launceston, Tasmania and 14 November 2012 at Kippa-Ring, Queensland.

A Departmental officer also attended both the abovementioned Community Cabinet meetings. The total cost of airfares and accommodation, GST exclusive was \$2175.89. Other expenses totalled \$293.37, GST exclusive.

Information on travel costs relating to the Minister and Ministerial staff is not held by the Department. Ministerial staff and their arrangements are managed by the Department of Finance and Deregulation.

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**Question No: 410**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Reviews**

**Senator Birmingham asked:**

For this financial year to date:

- a. How many Reviews are being undertaken?
- b. What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded?
- c. Which of these reviews has been provided to Government?
- d. When will the Government be responding to the respective reviews that have been completed?
- e. Has the Government responded to all reviews within the timeframe? If not, why not?
- f. What is the estimated cost of each of these Reviews?
- g. What reviews are planned?

When will each of these reviews be concluded?

**Answer:**

For this financial year to 31 January, the table attached provides details on Government Reviews undertaken by the BCDE portfolio. Current and Planned Reviews section responds to parts (a) - (b) - (g).

The completed section identifies those reviews completed since the October 2012 Supplementary Estimates Question on Notice 456. This section responds to parts (b) - (c) - (d) - (e) - (f).



**ATTACHMENT A**

Government Portfolio Reviews – Current, Planned and Completed (as at 31 January 2013)

CURRENT REVIEWS <i>(statutory/non-statutory)</i>	TIMING AND EXPECTED REPORTING DATES
<p><u>Non - Statutory</u> 2011 Review of the Interactive Gambling Act 2001</p>	<p>The Government has received the final report of the review into the Interactive Gambling Act. The Government is considering the report and will respond in due course</p>
<p><u>Non - Statutory</u> Review of the Integrated Public Number Database (IPND)</p>	<p>The Department is conducting additional consultation as part of the review. It is anticipated that advice on proposed review outcomes will be provided to the Minister by mid-2013.</p>
<p><u>Non-Statutory</u> Review of the Internet Service Providers Voluntary Code of Practice (icode Review)</p>	<p>The review's findings to be finalised in the first half of 2013.</p>

<p style="text-align: center;"><b>PLANNED REVIEWS</b> <i>(statutory/non-statutory)</i></p>	<p style="text-align: center;"><b>TIMING AND EXPECTED REPORTING DATES</b></p>
<p style="text-align: center;"><u>Non-Statutory</u>  Media Access Review #2</p>	<p>The Minister announced on 3 December 2010 that a further review of captioning and audio description on electronic media would occur in 2013 to consider the effectiveness of action agreed in 2010 in light of transformational communications initiatives, such as the introduction of the National Broadband Network and the switch to digital television. The precise timeframe for this review is not yet determined.</p>
<p style="text-align: center;"><u>Statutory Review</u>  Regional Radio Localism Review</p>	<p>Section 61CT of the <i>Broadcasting Services Act 1992</i> requires the Minister to cause to be conducted a review of the local content requirements for regional commercial radio at least once every three years. The next review is required to be conducted by 4 April 2013.</p>
<p style="text-align: center;"><u>Statutory Review</u>  Independent review of the operation of Division 16 of Part XIB of the <i>Competition and Consumer Act 2010</i></p>	<p>Section 151DD of the <i>Competition and Consumer Act 2010</i> requires the Minister to cause to be conducted an independent review of the operation of Division 16 of Part XIB. The review is to be conducted after 12 April 2013 and the final report is required by 12 October 2013.</p>
<p style="text-align: center;"><u>Statutory Review</u>  ACCC review of the identification of listed points of interconnection</p>	<p>Section 151DC of Division 16 of the <i>Competition and Consumer Act 2010</i> requires the ACCC to cause to be conducted a review of the policies and procedures relating to the identification of listed points of interconnection. The review is to be conducted before 30 June 2013.</p>
<p style="text-align: center;"><u>Statutory Review</u>  Review of Part XIC of the <i>Competition and Consumer Act 2010</i> and associated legislation.</p>	<p>Section 152EOA of the <i>Competition and Consumer Act 2010</i> requires the Minister to cause to be conducted a review of the operation of Part XIC of the CCA and other related provisions, and specified provisions of the <i>National Broadband Network Companies Act 2011</i>. The review is to be conducted before 30 June 2014.</p>

COMPLETED REVIEWS <i>(statutory/non-statutory)</i>	ESTIMATED COSTINGS AND REPORTING DATES	
<u>Statutory Review</u> Review relating to the uses of broadcasting service bands spectrum	WHAT IS THE ESTIMATED COST OF THIS REVIEW	Nil
	TIMING AND EXPECTED REPORTING DATE	<i>When will the Government be responding to the respective reviews that have been completed:</i> On 30 November 2012, the Minister for Broadband, Communications and the Digital Economy announced that, following his review of future uses of the so-called 'sixth channel' of television spectrum, the Government has decided that no spectrum or broadcast licences will be made available to enable a fourth free-to-air television network.
	HAS THE GOVERNMENT RESPONDED TO THIS REVIEW WITHIN THE TIMEFRAME?	N/A
<u>Statutory Review</u> Multichannel Review	WHAT IS THE ESTIMATED COST OF THIS REVIEW	Nil
	TIMING AND EXPECTED REPORTING DATE	<i>When will the Government be responding to the respective reviews that have been completed:</i>  This review is not proceeding. On 30 November 2012, the Minister for Broadband, Communications and the Digital Economy announced that the Government would start consultations in early 2013 on how captioning levels will be increased on multichannels provided by commercial and national broadcasters following digital switchover. The Minister noted that these measures address content and captioning levels that were to be separately reviewed. Accordingly, a separate review will not be proceeding.
	HAS THE GOVERNMENT RESPONDED TO THIS REVIEW WITHIN THE TIMEFRAME?	N/A

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**Question No: 411**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Travel Costs**

**Senator Birmingham asked:**

For the financial year to date, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).

**Answer:**

Refer to the response to October Supplementary Estimates Question 463 for details to 30 September 2012.

From 30 September 2012 to 31 January 2013, Departmental officials attended the same event as the Minister in Dubai (the World Conference on International Telecommunications), however this was coincidental to the Minister's attendance.

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**Question No: 412**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Staffing**

**Senator Birmingham:**

- a. How many ongoing staff have been recruited this financial year to date? What classification are these staff?
- b. How many non-ongoing positions exist or have been created this financial year to date? What classification are these staff?
- c. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?

**Answer:**

- a. A total of 31 ongoing staff have been recruited this financial year to 31 January 2013. The classifications of these staff are as follows:

<b>Classification</b>	<b>Number of staff</b>
Graduates	8
APS 3	2
APS 4	3
APS 6	6
EL 1	4
EL 2	6
SES B1	2
<b>Total</b>	<b>31</b>

- b. One non-ongoing position (EL 1) has been created this financial year to 31 January 2013. A total of 7 non-ongoing positions (created in 2011-12) exist. The classifications of these staff are as follows:

<b>Classification</b>	<b>Number of staff</b>
APS 4	1
APS 5	1
EL 1	3
EL 2	2
<b>Total</b>	<b>7</b>

- c. A total of 54 employees have been employed on non-ongoing contracts this financial year to 31 January 2013. The average length of their non-ongoing employment period is 7.37 months.

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**Question No: 413**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Staffing**

**Senator Birmingham:**

- a. How many ongoing staff have left the department/agency this financial year to date? What classification were these staff?
- b. How many non-ongoing staff left the department/agency this financial year to date? What classification were these staff?
- c. How many contract staff left the department/agency in the year this financial year to date? What classification were these staff?

**Answer:**

- a. A total of 78 ongoing staff have left the Department this financial year to 31 January 2013. The classifications of these staff are as follows:

<b>Classification</b>	<b>Number of staff</b>
Graduates	1
APS 3	2
APS 4	6
APS 5	6
APS 6	14
EL 1	29
EL 2	14
SES B1	3
SES B2	2
SES B3	1
<b>Total</b>	<b>78</b>

- b. A total of 33 non-ongoing staff have left the Department this financial year to 31 January 2013. The classifications of these staff are as follows:

<b>Classification</b>	<b>Number of staff</b>
APS 3	3
APS 4	8
APS 5	6
APS 6	8
EL 1	3
EL 2	4
SES B3	1
<b>Total</b>	<b>33</b>

- c. The Department only employs staff under the Public Service Act 1999.

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**Question No: 414**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Staffing**

**Senator Birmingham asked:**

Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut. If there are plans for staff reductions, please give the reason why these are happening.

**Answer:**

Refer to response to Supplementary Budget Estimates Hearing October 2012 Question on Notice number 466, parts j and k.

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**Question No: 415**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Making the Public Service More Efficient**

**Senator Birmingham asked:**

1. Please provide an update of the savings achieved through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation and the Special Minister of State of 25 September 2012 [http://www.financeminister.gov.au/media/2012/mr\\_1982012.html](http://www.financeminister.gov.au/media/2012/mr_1982012.html)).

In addition, please provide the following detail:

2. Can you quantify the estimated savings for each year over the forward estimates for reductions in air travel?
3. Has there been a reduction in business flights? What are the estimated savings for each year over the forward estimates?
4. Has there been a reduction in the use of external consultants and contractors? Has this impacted on the Department/agency, and how? What are the estimated savings for each year over the forward estimates?
5. Provide an update of moving recruitment advertising online. Is any recruitment still in printed materials, and if yes, why? What are the estimated savings for each year over the forward estimates?
6. Has the department/agency reduced its printing costs? If no, why not? Have printing costs increased, and if yes why and how much? Has the five per cent savings target been achieved – if yes, how, or if it will not, why not? What are the estimated savings for each year over the forward estimates?

**Answer:**

See answer to Senate Estimate QoN 467 from the Supplementary Budget Estimates Hearing October 2012.



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**Question No: 416**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Printing Costs**

**Senator Birmingham asked:**

How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published online?

**Answer:**

The details sought about the printing of documents are not captured within a central database. As such, the Department is not in a position to provide the information requested.

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**Question No: 417**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Graduate Recruitment**

**Senator Birmingham asked:**

1. How much has been spent on 2014 Graduate Recruitment to date? Please itemise and detail costs.
2. Has any travel been incurred for 2014 Graduate Recruitment? Please itemise and detail costs.

**Answer:**

1. As at 31 January 2013, \$3,700 (GST exclusive) has been expensed on 2014 Graduate Recruitment. This is the registration for participating in three career fairs.
2. As at 31 January 2013, no travel has occurred for 2014 Graduate Recruitment.

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**Question No: 418**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Graduate Training**

**Senator Birmingham asked:**

How much was spent on 2013 Graduate Training? Provide details of what training was provided, why and the estimated cost for each.

**Answer:**

The Department has nine University Graduates who commenced on 29 January 2013. As at 31 January 2013, the Graduates had not participated in any training.

Graduates participate in in-house training offered to all staff and complete a Diploma in Government, which is estimated to cost \$28,000 (GST excl). Graduates will also participate in the Graduate Event Series run by the Australian Public Service Commission at a total cost of \$3,990 (GST excl) and the Senate Seminar program at a total cost of \$6,000 (GST excl).

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**Question No: 419**

**Program No: Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Government Advertising**

**Senator Birmingham asked:**

1. What was the total cost of all advertising for the financial year to date?
2. Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.
3. Has the Department of Finance and Deregulation provided any advice about the advertising? Please provide details of each advertising item.
4. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Please provide details of each advertising item.
5. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Please provide the details for each advertising item.
6. Please provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.
7. What advertising – Campaign and Non-Campaign – and other communications programs is the department/agency undertaking and/or planning to undertake?

**Answer:**

1. Total advertising expenses this financial year to 31 January 2013 were \$19,462,711.96 (GST excl).
2. **Campaign:** Advertising campaigns related to the Digital Switchover program and the National Broadband Network (metropolitan campaign) have been run in the current financial year.

The purpose of the Digital Switchover communication campaign is to inform Australians of switchover to digital TV, when their region is switching, how to make the switch and where they can go for further information. The advertising agency, BMF, developed creative materials (press, digital and television advertisements) for the campaign in 2012–13, which were placed by Universal McCann. Administered item campaign advertising expenses for 2012–13 to 31 January 2013 were \$4,445,394.02 (GST excl).

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A National Broadband Network advertising campaign for metropolitan Australia commenced in 2012–13. The advertising agency, George Patterson Y&R, developed creative materials (press, radio, digital and television advertisements) for the campaign, which were placed by Universal McCann. Administered item campaign advertising expenses for 2012–13 to 31 January 2013 were \$14,339,586.50 (GST excl).

At 31 January 2013, an additional campaign to inform Australians of the need to retune their televisions, set-top boxes or digital recorders was being developed. For the Retune Campaign, campaign advertising expenses for 2012-13 to 31 January 2013 were \$575,692.77 for the development of creative materials and supporting market research.

**Non-campaign advertising:** Non-campaign advertising includes graduate recruitment, general recruitment and various discussion papers calling for submissions. Non-campaign advertising expenses for 2012–13 to 31 January 2013 were \$102,038.67 (GST excl).

3. The Department of Finance and Deregulation (Communication Advisory Branch) provided advice with respect to the Digital Switchover communication campaign, the National Broadband Network campaign and the Retune campaign.
4. The Digital Switchover, National Broadband Network and Retune campaigns are being reviewed by the Independent Communications Committee (ICC) at each iteration of campaign activity.
5. The Digital Switchover, Retune and National Broadband Network campaigns both complied with the *Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies* (the Guidelines).
6. Refer to (2) above.
7. The Department will continue to focus on promoting digital switchover and the need to retune televisions as regions are ‘switched off’ and services are ‘restacked’, and will complete the currently approved National Broadband Network metropolitan rollout measure (due to be completed by mid-April 2013).

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**Question No: 420**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Hospitality and Entertainment**

**Senator Birmingham asked:**

1. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?
2. What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
3. What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
4. What is the Department/Agency's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.
5. What is the Department/Agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.

**Answer:**

1. The Department has no specific plans to reduce its spending on these items.
2. The Department does not currently have any entertainment planned that has been agreed and announced by government.
3. The Department does not currently have any hospitality planned that has been agreed and announced by government.
- 4-5. Details of the Department's hospitality expenditure from 1 July 2012 to 31 January 2013 is provided in the table below. The Department's financial management system does not allow for a distinction between spending on 'hospitality' and 'entertainment'. Any entertainment expenses will be included within the total hospitality expense.

<b>Date</b>	<b>Location</b>	<b>Purpose</b>	<b>Total (GST Exc)</b>
29/8/12	Canberra	Dinner for Digital Enterprise and Digital Hubs service providers with 77 attendees. Including 6 DBCDE Staff, 2 Presenters and 69 Digital Economy participants of the Digital Enterprise and Digital Hubs Programs	\$3,782.27
27/9/12	Canberra	Gift for Diplomatic Delegation	\$63.59
23/11/12	Canberra	Discussion on Australian Telecommunication Policy and present an award to the Minister. 2 DBCDE staff and 4 industry representatives	\$280.00
29/11/12	Canberra	Gift for Diplomatic Delegation	\$54.05
17/12/12	Warrnambool	Telstra Exchange Fire – Public Forum. Catered for 200 including 7 DBCDE Staff.	\$3,200.00

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**Question No: 421**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Meeting Costs**

**Senator Birmingham asked:**

1. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
2. What is the Department/Agency's meeting spend for this financial year to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.

**Answer:**

The details sought about the meeting expenses are not captured within a central database. As such, the Department is not in a position to readily provide the information requested. The Department does not keep separate information between Hospitality and Entertainment and meeting expenses.

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**Question No: 422**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Program Launch Costs**

**Senator Birmingham asked:**

- 1) What is the Department/Agency's program launch spend for 2011-12? Detail date, location, purpose and cost of each event including any catering and drinks costs.
- 2) What program launch spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- 3) What is the Department/Agency's program launch spend for this financial year to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.

**Answer:**

The details sought about the Department's program launch spend for 2011–12 are not captured within a central database. As such, the Department is not in a position to provide the information requested.



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**Question No: 423**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Freedom of Information**

**Senator Birmingham asked:**

1. Has the department/agency received any updated advice on how to respond to FOI requests?
2. What is the total cost to the department to process FOI requests for this financial year to date?
3. How many FOI request has the Department received for this financial year to date? How many requests have been denied and how many have been granted?
4. Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why?
5. Do any of these requests remain outstanding? If so, how many and why?

**Answer:**

1. The Department follows the Guidelines and advice issued by the Office of the Australian Information Commissioner (OAIC) when processing Freedom of Information (FOI) requests. The Department also notes guidance issued by the Department of the Prime Minister and Cabinet to all departments on 28 July 2011.
2. As management of the FOI function is part of the Department's day-to-day business, costs are not identified separately. All agencies are required to supply the OAIC with particular information about resources allocated to FOI as part of their annual statistical reporting requirements. From the information supplied, the OAIC calculates and reports full year costs for each agency. Information for the 2012-13 financial year will be reported by the OAIC. External legal costs associated with FOI processing are reported on AusTender.
3. For this financial year to end February 2013, the Department has received thirty (30) FOI requests. Of the thirty requests received, six are ongoing, access was granted in full on two request; access in part on nine requests, two requests were transferred to another agency and seven requests were withdrawn by applicants and four requests were refused.
4. For this financial year to end February 2013, the Department has exceeded the processing times outlined in the FOI Act on three occasions. Delays arose due to the complex nature of the requests resulting in extra decision-making time, obtaining legal advice and high workload of officers involved.
5. Yes, one of these requests is still outstanding. Delays arose due to staff leave over the Christmas/New Year period, obtaining legal advice, high workload of officers involved and the complex nature of the requests resulting in extra decision-making time.

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**Question No: 424**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Consultancies**

**Senator Birmingham asked:**

1. How many consultancies have been undertaken this financial year to date? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies.
2. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and, if not, why not? In each case please identify the subject matter, duration, cost and method of procurement, as above, and the name of the consultant if known.

**Answer:**

1. Details of the Department's consultancies valued in excess of \$10,000 are available on the AusTender website ([www.tenders.gov.au](http://www.tenders.gov.au)).

While AusTender contains details of contracts valued at \$10,000 or more, it is considered to be an unreasonable diversion of resources for the Department to provide details of consultancies valued at less than \$10,000, as these are relatively rare.

2. Please see response for question 1. In accordance with the Commonwealth Procurement Rules, the Department's Annual Procurement Plan is published on the AusTender website and consists of a short strategic procurement outlook supported by details of planned strategic and major procurements.

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**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**

**Question No: 426**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Social Media**

**Senator Birmingham asked:**

- 1) Has there been any changes to department and agency social media or protocols about staff access and useage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain and provide copies of any advice that has been issue.
- 2) Does the department/agency monitor usage of social media?
  - a. If yes, provide details of the useage (for example details could include average hours per employee, hours when useage peaks).
  - b. Has there been a change to the department/agency protocols due to staff useage?
  - c. If not, why not? Will the department/agency monitor useage in the future?
- 3) Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours).

**Answer:**

Please refer to the Department's response to Question 480 of the Supplementary Budget Estimates Hearings of October 2012.

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**Question No: 427**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Internet**

**Senator Birmingham asked:**

Has the Department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?

**Answer:**

To date, in 2012 - 13 there has been one event that affected internet availability. The cause of this event was high traffic volumes experienced by the service provider. This event affected all staff, and the Minister's Office.

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**Question No: 428**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Staff Amenities**

**Senator Birmingham asked:**

What amenities are provided to staff? Provide a list.

**Answer:**

The amenities provided for use by Department staff include:

- Small kitchens at all office locations equipped with refrigerators and microwave ovens;  
and
- A staff amenities room located in the Department's Canberra office equipped with kitchen appliances is available for general staff use and for fund raising activities organised by the Department's Social Club.

**Senate Standing Committee on Environment and Communications**  
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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 429**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Coffee Machines**

**Senator Birmingham asked:**

- 1) Has the department/agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- 2) Why were coffee machines purchased?
- 3) Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
- 4) Where did the funding for the coffee machines come from?
- 5) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- 6) What are the ongoing costs of the coffee machine, such as the cost of coffee?
- 7) Does the department/agency rent coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- 8) Why are coffee machines rented?
- 9) Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result?
- 10) Where does the funding for the coffee machines come from?
- 11) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- 12) What are the ongoing costs of the coffee machine, such as the cost of coffee?

**Answer:**

Not applicable

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**Question No: 430**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Contractors**

**Senator Birmingham asked:**

1. For this financial year to date:
  - a) Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).
  - b) Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost).
  - c) Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost).
  - d) Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).
  - e) Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).
  - f) Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).
  - g) Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).
  - h) Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).
  - i) Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.
  - j) What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost).

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**Answer:**

- a) The Department has not engaged Hawker Britton during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- b) The Department has not engaged Shannon's Way during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- c) The Department has not engaged John Utting & UMR Research Group during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- d) The Department has not engaged McCann-Erickson during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- e) The Department has not engaged Cutting Edge during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- f) The Department has not engaged Ikon Communications during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- g) The Department has not engaged CMAX Communications during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- h) The Department has not engaged Boston Consulting Group during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- i) The Department has not engaged McKinsey & Company during the period from 1 July 2012 to 31 January 2013 and has no plans for future engagement.
- j) Details of the Department's contracts valued in excess of \$10,000 are available on the AusTender website (**[www.tenders.gov.au](http://www.tenders.gov.au)**).

While AusTender contains details of contracts valued at \$10,000 or more, it is considered to be an unreasonable diversion of resources for the Department to provide details of contracts valued at less than \$10,000.



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**Question No: 431**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Discretionary Grants**

**Senator Birmingham asked:**

1. Could the Department/Agency provide a list of all grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.
2. Have all grant agreement details been published on its website within the required timeframe? If not, please provide details.
3. Provide a list of grants that your Department/Agency administers that had uncommitted grants funding reduced as per the statement by the Finance Minister on 22 October 2012 (see [http://www.financeminister.gov.au/media/2012/mr\\_2102012.html](http://www.financeminister.gov.au/media/2012/mr_2102012.html)). How much was funding reduced for grant?

**Answer:**

1. Since 1 January 2009, all grants, discretionary and non-discretionary, made by the Department have been published on the departmental website at **[www.dbcde.gov.au](http://www.dbcde.gov.au)**.
2. During the period 1 July 2012 to 31 January 2013, one grant was not published on the Department's website within the required timeframe. This grant has since been published and can be found on the departmental website at **[www.dbcde.gov.au](http://www.dbcde.gov.au)**.
3. Information on the outcome of the grants pause was reported in the 2012-13 Mid-Year Economic Fiscal Outlook (MYEFO) and at page 16 of the Portfolio Additional Estimates Statements 2012-13.

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**Question No: 432**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Commissioned Reports**

**Senator Birmingham asked:**

How many Reports have been commissioned by the Government in your department/agency 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:**

For this financial year to 31 January 2013, there have been no reports commissioned by the Government in the Broadband, Communications and the Digital Economy Portfolio. Reports associated with Government Reviews are reported in the answer to Question on Notice 410.

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**Question No: 433**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Government Payments of Accounts**

**Senator Birmingham asked:**

For this financial year to date, has the department paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?

- a. If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached.
- b. For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
- c. Where interest is being paid, what rate of interest is being paid and how is the rate determined.

**Answer:**

- a. For the period 1 July 2012 to 31 January 2013, 2,584 payments were made of which 2,331, or 90%, were made within 30 days of receipt of a correctly rendered invoice. The average number of days for all payments was 18 days.
- b. In line with Finance Circular No 2012/02, interest is payable to small business on request from the small business for payments made after 30 days and on, or prior to 60 days, from receipt of the correctly rendered invoice, or via a self-generated payment for penalty interest where payments are made after 60 days from receipt of the correctly rendered invoice. No invoices have been received and no interest has been paid.
- c. Not applicable.

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**Question No: 434**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Stationery Requirements**

**Senator Birmingham asked:**

What are the department/agency's stationery costs for the financial year to date?

**Answer:**

The Department's stationery costs are recorded in an account that includes consumables, such as toner cartridges, kitchen supplies and the like. To attempt to provide data would involve an unreasonable diversion of Departmental resources.

The Department's expenses for stationery and other consumables for the period 1 July 2012 to 31 January 2013 were \$85,812.27.

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**Question No: 435**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Media Subscriptions**

**Senator Birmingham asked:**

1. What pay TV subscriptions does your department/agency have?
  - a) Please provide a list of what channels and the reason for each channel.
  - b) What is the cost for this financial year to date?
2. What newspaper subscriptions does your department/agency have?
  - a) Please provide a list of newspaper subscriptions and the reason for each.
  - b) What is the cost for this financial year to date?
3. What magazine subscriptions does your department/agency have?
  - a) Please provide a list of magazine subscriptions and the reason for each.
  - b) What is the cost for this financial year to date?

**Answer:**

1. The Department subscribes to one pay TV service – Foxtel.
  - a) The channels subscribed to are: APAC, Sky News, Sky Business and CNN. The Department subscribes to these in order to keep apprised of national and international news, interviews and commentary on issues relevant to the DBCDE’s achievement of its core functions.
  - b) Total expenses on these subscriptions for this financial year to date 31 January 2013 \$3,953.63 (GST excl).
2. The Department subscribes to eight newspapers.
  - a) These are: The Sydney Morning Herald, The Financial Times, The Canberra Times, The Australian, The Australian Financial Review, The Herald Sun, The Age and The Daily Telegraph. The Department subscribes to these newspapers in order to keep apprised of issues raised in the print media that are relevant to the Department’s achievement of its core functions.
  - b) The total expenses for newspaper subscriptions for the financial year to 31 January 2013 was \$26,908.61 (GST excl).
3. The Department subscribes to two magazines.
  - a) These are: Media Week and Broadcasting. The Department subscribes to these magazines to keep apprised of developments across all facets of the media industry that are relevant to the Department’s achievement of its core functions.
  - b) The total expenses for magazine subscriptions for the financial year to 31 January 2013 was \$583.35 (GST excl).

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**Question No: 436**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Travel Costs**

**Senator Birmingham asked:**

1. For the financial year to date, please detail all travel for departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
2. What travel is planned for the rest of this financial year? Also provide a reason and brief explanation for the travel.
3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
4. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.
5. 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 total costs of the lounge memberships.
6. When SES employees travel, do any support or administrative staff (such as an 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.
7. Does the Department/agency elect to offset emissions for employees work related travel? If yes, what is the cost?

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**Answer:**

1. For the financial year to 31 January 2013 the total expense for departmental officers was \$0.914m for domestic travel and \$0.264m for international travel. The Department does not record travel data in a way that would readily allow individual components of travel to be identified. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
2. The Department does not record travel related planning data in a way that would readily allow the identification of travel plans for the rest of this financial year. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
3. The Department does not record travel related planning data in a way that would readily allow the identification of travel plans for the rest of this financial year. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
4. Yes, all travel within the Department is undertaken in accordance with the requirements of Finance Circular No. 2009/10 for domestic travel and Finance Circular No. 2009/11 for international travel. At the time of booking, if officers do not select the lowest fare of the day, they must provide a justification in the online booking tool. Compliance is monitored through the analysis of data provided by the Department's travel management company.
5. Yes. For the financial year to 31 January 2013, the Department paid for ten employees' lounge memberships (1 SES and 9 non-SES officers), in line with the Department's CEIs and supporting documentation. These include lounge memberships with Qantas and Virgin. The total expense is \$3,767.
6. While there may be instances where Executive Assistants or other administrative staff members travel at the same time as an SES officer, this travel is assessed on a needs basis and is subject to the same value for money considerations as all other travel undertaken by departmental staff.
7. The Department does not elect to offset emissions for employees work related travel.

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**Question No: 440**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Media Training**

**Senator Birmingham asked:**

- 1) In relation to media training services purchased by each department/agency, please provide the following information for this financial year 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
  - 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 has been undertaken.



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**Question No: 441**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Paid Parental Leave**

**Senator Birmingham:**

- a. Please list how many staff in each department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme?
- b. For this financial year to date list which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.
- c. What is the paid parental scheme offered by each department and agency? How many staff have used the scheme this financial year to date.

**Answer:**

- a. Eligibility for the Government's Paid Parental Leave Scheme is determined by the Family Assistance Office and is subject to a number of criteria including a work and income test.
- b. The Department registered to participate in the scheme and was prepared to receive and make payments from 1 January 2011. This financial year to 31 January 2013, 11 claims have been received and the respective payments have been made. Classifications for these employees are as follows:

<b>Classification</b>	<b>Number of employees</b>
APS 5	1
APS 6	2
EL 1	6
EL 2	2
<b>Total</b>	<b>11</b>

- c. The Department's Enterprise Agreement provides for an additional six weeks of paid maternity leave in addition to the entitlements provided in the *Maternity Leave (Commonwealth Employees) Act 1973*. An eligible spouse or de facto is also granted four weeks of full pay leave on the occasion of the birth or adoption of a child. This financial year to date (31 January 2013), 20 staff have used paid maternity leave and eight staff have used paid 'paternity' leave.

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**Question No: 442**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Corporate Cars**

**Senator Birmingham asked:**

- 1) How many cars are owned by each department/agency?
- 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:**

Not applicable

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**Question No: 443**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Taxi Costs**

**Senator Birmingham asked:**

1. How much did each department/agency spend on taxis this financial year to date? Please provide a breakdown of each business group in each department/agency.
2. What are the reasons for taxi costs?

**Answer:**

1. For the period 1 July 2012 to 31 January 2013, total departmental expense on taxis was \$139,626 (GST excl). The Department does not record taxi expense data in a way that would readily allow individual business groups to be identified. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
2. The use of taxis is assessed on a needs basis and is subject to the same value for money considerations as all other travel undertaken by departmental staff.

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**Question No: 444**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Hire Cars**

**Senator Birmingham asked:**

1. How much did each department/agency spend on hire cars this financial year to date?  
Please provide a breakdown of each business group in each department/agency.
2. What are the reasons for hire car costs?

**Answer:**

1. For the period 1 July 2012 to 31 January 2013, total departmental expense on hire cars was \$14,257. The Department does not record hire car expense data in a way that would readily allow individual business groups to be identified. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
2. The use of hire/rental cars (eg Avis) is assessed on a needs basis and is subject to the same value for money considerations as all other travel undertaken by departmental staff.

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**Question No: 445**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Credit Cards**

**Senator Birmingham asked:**

1. Please provide a breakdown for each employment classification that has a corporate credit card.
2. Please update details of the following?
  - a. What action is taken if the corporate credit card is misused?
  - b. How is corporate credit card use monitored?
  - c. What happens if misuse of a corporate credit card is discovered?
  - d. Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken.
  - e. What action is taken to prevent corporate credit card misuse?

**Answer:**

1. As at 31 January 2013, there were 251 active cardholders in the Department. An official is eligible for a corporate credit card where the official:
  - is an SES officer;
  - purchases property or services on behalf of the Department;
  - travels on official business on behalf of the Department; or
  - is an officer who books travel on behalf of travellers.
2.
  - a. No change.
  - b. No change.
  - c. No change
  - d. Since the Supplementary Budgets Estimates Hearings in October 2012 there has been 1 instance where an officer has used a corporate credit card for personal payment. The officer has been counselled and reminded of their obligations. All monies have been fully recovered.
  - e. No change.

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**Question No: 446**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Provision of Equipment**

**Senator Birmingham asked:**

Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, ongoing costs and a breakdown of what staff and staff classification receives it.

**Answer:**

Yes. SES officers, and other approved staff, are generally provided with either a mobile phone or smartphone, and a device for remote access to the Department's network. The purchase price for equipment for Departmental staff falls into the range of:

- i. Mobile handset (either phone or smartphone): \$500 - \$1,000
- ii. Portable device (either laptop or iPad): \$800 - \$2,000
- iii. Wireless card: \$220

Communication expenses reported from the Department's financial management system includes expenses on items such as smartphones, portable devices, wireless cards, broadband, fax machines, land lines, mobile phones etc. To attempt to provide disaggregated data would involve an unreasonable diversion of Departmental resources.

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**Question No: 447**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Electricity Purchasing**

**Senator Birmingham asked:**

- 1) What are the details of the department/agency electricity purchasing agreement?
- 2) What are the department/agency electricity costs for this financial year to date?

**Answer:**

- 1) The Department purchases electricity as part of the Whole of Government (WoG) Electricity Contract managed by the Department of Defence, Directorate of Energy and Safety, Defence Support Operations.
- 2) The Department's expenses for electricity for the period 1 July 2012 to 31 January 2013 were \$165,912.48 (GST excl).

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**Question No: 448**

**Program No. Corporate & Business**

**Hansard Ref: In writing**

**Topic: Information provided to the Greens and Independents**

**Senator Birmingham asked:**

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

**Answer:**

For the period October 2012 to end January 2013:

- |             |  |
|-------------|--|
| 1 & 2       | Yes, information has been provided.  |
| 1a & 2a     | Various – commissioned by the Minister, through the Department’s normal parliamentary processes and direct requests for information/briefings.   |
| 1b-c & 2b-c | The Department fulfils the Government’s commitment to provide the Independents with prior notice of the introduction of legislation and to make officials available to provide briefings on Bills proposed for introduction on request. Information on Bills is publically available through the Parliament House website. |



**Senate Standing Committee on Environment and Communications**

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**Department of Broadband, Communications and the Digital Economy**

The Department drafted responses to Parliamentary and Senate Estimates Committee questions on notice asked by the Australian Greens and Independents. The responses to these questions have been submitted to the Parliament for tabling or distribution to relevant committees.

A number of responses to ministerial correspondence from the Australian Greens and Independents were drafted in the Department for signature. The information in these responses covered wide ranging issues.

1d & 2d

No

1e & 2e

In relation to the above, the Department does not record a breakdown of staff hours or employment classifications as it is conducted as part of normal business of the Department.

2f

The Department's central parliamentary correspondence system indicates all Independents, except for Mr Thompson, sent correspondence to the Minister or asked a Parliamentary Question on Notice during the period 1 October 2012 to 30 January 2013.

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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 449**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Shredders**

**Senator Birmingham asked:**

Has the department/agencies purchased any shredders this financial year? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

**Answer:**

Yes.

- One shredder purchased.
- \$5,875 (GST excl).
- To replace an unserviceable unit.
- To shred classified material.

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**Broadband, Communications and the Digital Economy Portfolio**  
**Department of Broadband, Communications and the Digital Economy**  
**Question No: 450**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Protective Security Policy Framework**

**Senator Birmingham asked:**

Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any department/agency specific policies and procedures.

**Answer:**

The Department is progressively updating all policies and procedures with the introduction of the Protective Security Policy Framework (PSPF). The Department complies with the physical security guidelines and is seeking re-accreditation under the Information Security Manual for its network and major ICT applications, anticipated to be during the second quarter 2013.

The Department is following the risk acceptance process of dealing with identified risks by implementing mitigation strategies taken from industry best practice and advice from security agencies such as Computer Emergency Response Team (CERT) Australia and the Defence Signals Directorate.

A full report on the Department's compliance with the new framework is due August 2013. The Department has undertaken a gap analysis against the new requirements and developed a plan of work to meet the timeframe.

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**Department of Broadband, Communications and the Digital Economy**  
**Question No: 451**

**Program No. Corporate & Business**

**Hansard Ref: In Writing**

**Topic: Office Locations**

**Senator Birmingham asked:**

Please provide a list of all office locations for all departments and agencies within the portfolio by:

- a. Department/Agency;
- b. Location;
- c. Leased or Owned;
- d. Size;
- e. Number of Staff at each location and classification;
- f. If rented, the amount and breakdown of rent per square metre;
- g. If owned, the value of the building;
- h. Depreciation of buildings that are owned;
- i. Type of functions and work undertaken.

**Answer:**

See answer to QoN 507 at the Supplementary Budget Estimates Hearings, October 2012

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**Department of Broadband, Communications and the Digital Economy**

**Question No: 452**

**Program No. Corporate and Business**

**Hansard Ref: In Writing**

**Topic: Communications Staff**

**Senator Birmingham 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:
  - i. How many ongoing staff, the classification, the type of work they undertake and their location.
  - ii. How many non-ongoing staff, their classification, type of work they undertake and their location
  - iii. How many contractors, their classification, type of work they undertake and their location
  - iv. How many are graphic designers?
  - v. How many are media managers?
  - vi. How many organise events?
- 2) 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:**

- 1) As at 31 January 2013, there were 15 FTE staff in the Department engaged in public relations, communications and media. All staff were based in Canberra other than one ongoing EL1 Public Affairs Officer who is based in Sydney.
  - i. 11 ongoing FTE staff: 3 EL2 Public Affairs Managers, 4 EL1 Public Affairs, 4 Communication Advisers (APS 6).
  - ii. 4 non-ongoing FTE staff: one EL1 Public Affairs, 3 Communication Advisers (APS 6).
  - iii. Nil contractors.
  - iv. 2 FTE staff were graphic designers.
  - v. 1 FTE was a media manager.
  - vi. 5 staff in the Media Team (3 ongoing FTE and 2 non-ongoing FTE) assisted in coordinating events with other areas of the Department as at 31 January 2013.
- 2) The Department does not have an independent media studio.