

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

Additional Estimates, 11 February 2013

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	188
Program:	LCAL		
Agency:	LCAL		
Topic:	Staffing and recruitment		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many ongoing staff have been recruited this financial year to date? What classification are these staff?
2. How many non-ongoing positions exist or have been created this financial year to date? What classification are these staff?
3. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?
4. How many ongoing staff have left LCAL this financial year to date? What classification were these staff?
5. How many non-ongoing staff left LCAL this financial year to date? What classification were these staff?
6. How many contract staff left LCAL in the year this financial year to date? What classification were these staff?
7. 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.
8. How much has been spent on 2014 Graduate Recruitment to date? Please itemise and detail costs.
9. Has any travel been incurred for 2014 Graduate Recruitment? Please itemise and detail costs.
10. How much was spent on 2013 Graduate Training? Provide details of what training was provided, why and the estimated cost for each.

Answer:

As at 11 March 2013:

1. Three non-executive employees.

2. Please refer to Part 3.
3. One employee. Average length of fixed term contract is three months.
4. One executive employee.
- 5.-6. Nil.
7. Yes – on 19 December 2012 the Australian Government announced the in-principle agreement between the Boards of the Clean Energy Finance Corporation (CEFC) and Low Carbon Australia Limited (LCAL) to merge LCAL's energy efficiency program's staff, systems and platforms into the CEFC.
- 8.-10. Nil.

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Outcome:	1	Question No:	189
Program:	LCAL		
Division:	LCAL		
Topic:	Making the public service more efficient		
Hansard Page EC:	Written		

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).
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 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 LCAL 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:

This media release is not applicable to Low Carbon Australia Limited as it is:

- not a department of state;
- not an agency under the Financial Management and Accountability Act 1997; and
- not part of the public service under the Public Service Act 1999.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	190
Program:	LCAL		
Agency:	LCAL		
Topic:	Printing costs		
Hansard Page EC:	Written		

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:

Low Carbon Australia Limited's (LCAL) main printing expenses are directed towards marketing materials such as product fact sheets. Providing an itemised account of every document that was printed on paper and classifying it according to whether it was present online would present an unreasonable diversion of resources.

Even though LCAL has not conducted such an exercise, it is clear that there is a standout expense incurred for the type of documents cited in the question – this is for printing the Annual Report which cost \$17,200 in the 2011-12 financial year. The number of copies printed, and where they are delivered is mandated by the *Guidelines for the Presentation of Documents to the Parliament (Including Government Documents, Government Responses to Committee Reports, Ministerial Statements, Annual Reports and Other Instruments) June 2010*. Copies of these Guidelines can be obtained from the Department of the Prime Minister and Cabinet website at: www.dpmc.gov.au/guidelines/index.cfm. LCAL typically prints another thirty copies for use in-house.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	191
Program:	LCAL		
Agency:	LCAL		
Topic:	Government advertising		
Hansard Page EC:	Written		

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? 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? 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? Provide the details for each advertising item.
6. 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 agency undertaking, or are planning to undertake?

Answer:

1. \$4129.85 GST inclusive for this financial year to 22 March 2013.

2&5. Please refer to:

- Question on Notice No.150 from the 2011-12 Supplementary Budget Estimates hearing
- Question on Notice No.153 from the 2011-12 Additional Estimates hearing
- Question on Notice No.180 from the 2012-13 Budget Estimates hearing; and

- Question on Notice No.286 from the 2012-13 Supplementary Budget Estimates hearing.

3 - 4. N/A.

6 - 7. Please refer to Question on Notice No.286 from the 2012-13 Supplementary Budget Estimates hearing.

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Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 192
Program: LCAL
Agency: LCAL
Topic: Hospitality and advertising
Hansard Page EC: Written

Senator Birmingham asked:

1. What is LCAL's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.
2. What is LCAL's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.
3. What hospitality spend is LCAL planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
4. What entertainment spend is LCAL planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
5. Is LCAL 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?

Answer:

The figures that appear below reflect the cost to Low Carbon Australia Limited (LCAL) and are:

- exclusive of GST where the Company is able to recoup the GST; and
 - inclusive of GST where this cost is not recoverable by the Company costs due to the nature of the entertainment expenditure.
1. Please refer to the table below.

Hospitality Spend 2012-13 FYTD			
Date	Location	Purpose	Cost
26 October 2012	Sydney	Launch of Environmental Upgrade Agreement financing in the Parramatta City Council area	\$6,750.96

2. Please refer to the table below.

Entertainment Spend 2012-13 FYTD			
Date	Location	Purpose	Cost
All FYTD at 28 February 2013	Various	Various LCAL staff entertainment of stakeholders	\$11,037.90

3. LCAL is planning for a City of North Sydney EUA Luncheon – Joint event being held with the City of North Sydney 21 March 2013. Estimated cost: \$5,310 ex GST.
4. Please refer to Question on Notice No. 179 from the May 2012 Budget Estimates hearing and Question on Notice No. 288 from the October 2012 Supplementary Budget Estimates hearing.
5. Please refer to Question on Notice No. 288 from the October 2012 Supplementary Budget Estimates hearing.

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Outcome:	1	Question No:	193
Program:	LCAL		
Agency:	LCAL		
Topic:	Meeting costs - LCAL		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

1. This data is not readily available.
2. Low Carbon Australia Limited (LCAL) does not have a meetings costs budget. As a public company under the *Corporations Act 2001*, LCAL keeps accounts in accordance with standards issued by the Australian Accounting Standards Board, and does not categorise expenses in this way.

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Outcome:	1	Question No:	194
Program:	LCAL		
Agency:	LCAL		
Topic:	Program Launch Costs - LCAL		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What is LCAL'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.
2. What program launch spend is LCAL planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
3. What is LCAL's program launch spend for 2011-12? Detail date, location, purpose and cost of each event including any catering and drinks costs.

Answer:

1. Nil. Please note, Low Carbon Australia Limited (LCAL) has not undertaken any new programs since the 2010-11 financial year.
2. Nil. On 19 December 2012, the Australian Government announced the in-principle agreement between the Boards of the Clean Energy Finance Corporation (CEFC) and LCAL to merge LCAL's energy efficiency program's staff, systems and platforms into the CEFC. Therefore LCAL will not be acquiring any new programs.
3. Nil. Please note LCAL has not undertaken any new programs since the 2010-11 financial year.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	195
Program:	LCAL		
Agency:	LCAL		
Topic:	Freedom of information requests		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

As at 11 March 2013:

1. No.
2. Nil.
3. Nil.
4. Not applicable.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	196
Program:	LCAL		
Agency:	LCAL		
Topic:	Reviews		
Hansard Page EC:	Written		

Senator Birmingham asked:

For this financial year to date:

1. How many Reviews are being undertaken?
2. What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded?

Answer:

1. Nil for this financial year to 11 March 2013.
2. Not applicable.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 197
Program: LCAL
Agency: LCAL
Topic: Consultancies
Hansard Page EC: Written

Senator Birmingham asked:

1. How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). 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:

- 1-2. Regarding the applicability of this question to Low Carbon Australia Limited (LCAL), please refer to Question on Notice No. 156 of the October 2011 Supplementary Budget Estimates hearing.

Details requested are provided in the tables below (please note, costs given below are for consultancies undertaken (that is, contracted) in the financial year per the question. Actual recognition of expense of cost figures below may occur in future financial years as the services were delivered in more than one financial year). Details for consultancies in calendar 2012 are marked with an asterisk (*):

Consultancies Undertaken in 2012-13 FYTD				
Date	Contractor	Task	Period	Cost (\$)
3/7/2012	Bart Mellish*	Stakeholder management	4 months	\$18,480.00
3/7/2012	Siller Systems*	Review of recordkeeping for National Archives	6 months	\$12,206.25
17/7/2012	Helme Consulting*	Quantitative Research for Carbon Neutral Program	1 month	\$4,400.00

1/7/2012	Momentum 2*	Working with City of Sydney on Energy Efficiency opportunities	12 months	\$104,500.00
1/8/2012	LC Engineering*	Designing and developing a database and web interface for LCAL's persistence factor model	4 months	\$9,075.00
13/8/2012	Mercer*	Audit of financial model	1 month	\$11,976.80
1/9/2012	Benta Consulting*	Marketing and Communications	3 months	\$22,000.00
31/10/2012	Anita Lewis*	Website and materials	3 months	\$2,288.00
30/11/2012	Meltwater Group	Marketing and Communications	1 month	\$3,465.00
29/11/2012	AECOM Australia Pty Ltd	Technology evaluation	1 month	\$25,036.00
30/11/2012	Oliver Wagg Deep Green Media	Case studies of completed projects	6 months	\$11,250.00
19/12/2012	Energetics Pty Ltd	Persistence Factors Models	3 months	\$21,450.00
31/1/2013	BDO Pty Ltd	Accounting and financial modelling for merge with CEFC	2 months	\$64,324.70
27/02/2013	Hart Consulting	Employment Conditions	1 month	\$1,650.00
28/02/2013	Wyld Group Pty Ltd - Olivia Coldrey	Change management for merge with CEFC	3 months	\$15,295.27
FYTD 2013		\$327,397.02 Total	\$327,397.02 (GST inc)	

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	198
Program:	LCAL		
Agency:	LCAL		
Topic:	Media monitoring - LCAL		
Hansard Page EC:	Written		

Senator Birmingham asked:

What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to LCAL 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:

- a. There were two service providers: CCH Online and Media Monitors.
- b. The estimated budget to provide these same services in 2012-13 is \$7,615.30.
- c. The total cost of services of the type indicated for the financial year to 28 February 2013 is \$3,948.77.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	199
Program:	LCAL		
Agency:	LCAL		
Topic:	Social media		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Have there been any changes to agency social media or protocols about staff access and usage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain and provide copies of any advice that has been issued.
2.
 - a. Does LCAL monitor usage of social media?
 - b. If yes, provide details of the usage (for example details could include average hours per employee, hours when usage peaks).
 - c. Has there been a change to agency protocols due to staff usage?
 - d. If no, why not? Will the agency monitor usage 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:

- 1.-3. Please refer to Questions on Notice Nos 294 and 295 from the October 2012 Supplementary Budget Estimates hearing.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	200
Program:	LCAL		
Agency:	LCAL		
Topic:	Internet		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has LCAL 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:

Please refer to Question on Notice No. 296 from the October 2012 Supplementary Budget Estimates hearing.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	201
Program:	LCAL		
Agency:	LCAL		
Topic:	Staff amenities		
Hansard Page EC:	Written		

Senator Birmingham asked:

What amenities are provided to staff? Provide a list.

Answer:

Please refer to Question on Notice No. 297 from the October 2012 Supplementary Budget Estimates hearing.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	202
Program:	LCAL		
Agency:	LCAL		
Topic:	Coffee machines		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Has LCAL 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 LCAL rent coffee machines for staff useage? 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:

- 1.-2. Please refer to Question on Notice No. 298 from the October 2012 Supplementary Budget Estimates hearing.
3. Yes on both counts.
- 4.-6. Please refer to Question on Notice No. 298 from the October 2012 Supplementary Budget Estimates hearing.
- 7.-12. Low Carbon Australia Limited does not rent any coffee machines.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	203
Program:	LCAL		
Agency:	LCAL		
Topic:	Contractors		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What contractors have been employed by LCAL? If yes, provide details (including the work undertaken and the cost).
2. Has LCAL 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).
3. Has LCAL 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).
4. Has LCAL 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).
5. Has LCAL 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).
6. Has LCAL 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).
7. Has LCAL 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).
8. Has LCAL 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).
9. Has LCAL 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).
10. Has LCAL ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.

Answer:

1. For the purposes of this answer, 'contractors' includes consultants and non-ongoing contracted staff:

- Consultants – please refer to the answer to Question on Notice No. 197.
- Non-ongoing contracted staff – please refer to the answer to Question on Notice No. 188.

2.-10. To 20 March 2013 none of these entities have been employed by Low Carbon Australia Limited.

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Outcome:	1	Question No:	204
Program:	LCAL		
Agency:	LCAL		
Topic:	Grants		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Could LCAL 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, provide details.
3. Provide a list of grants that your 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). How much was funding reduced for grant?

Answer:

1. Please refer to Question on Notice No. 338 of the October 2012 Supplementary Budget Estimates hearing.
- 2.-3. Not applicable.

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Outcome:	1	Question No:	205
Program:	LCAL		
Agency:	LCAL		
Topic:	Commissioned reports		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many Reports have been commissioned by the Government in LCAL 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.
2. How much did each report cost/or is estimated to cost? How many agency staff were involved in each report and at what level?
3. What is the current status of each report? When is the Government intending to respond to these reports?

Answer:

1. No reports have been commissioned by the Government in Low Carbon Australia Limited this year to 11 March 2013.
2. Nil.
3. Not applicable.

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Outcome:	1	Question No:	206
Program:	LCAL		
Agency:	LCAL		
Topic:	Government payment of accounts		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. For this financial year to date, has LCAL paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e.within 30 days)? 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).
2. For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by LCAL for the current financial year and the previous financial year?
3. Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer

1. Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. Please note it is therefore not subject to this policy (Finance Circular 2012/02). However, notwithstanding the above, the answer is 'Yes'.
- 2-3. There are no amounts payable over 30 days.

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Outcome:	1	Question No:	207
Program:	LCAL		
Agency:	LCAL		
Topic:	Stationery requirements - LCAL		
Hansard Page EC:	Written		

Senator Birmingham asked:

What are LCAL's stationery costs for the financial year to date?

Answer:

Low Carbon Australia Limited's stationery costs for the 2012-13 financial year to 15 March 2013 are \$7,240.83 (net of GST).

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	208
Program:	LCAL		
Agency:	LCAL		
Topic:	Media subscriptions		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What pay TV subscriptions does your 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 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 agency have?
 - a. Please provide a list of magazine subscriptions and the reason for each.
4. What is the cost for this financial year to date?

Answer:

Please note Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. The company has no pay TV subscriptions.
2.
 - a. *The Australian* and *The Australian Financial Review* (both online and print).
 - b. \$1,419.62 as at 28 February 2013.
3. The company has no magazine subscriptions.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	209
Program:	LCAL		
Agency:	LCAL		
Topic:	Travel costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. For the financial year to date, please detail all travel for LCAL officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
2. For the financial year to date, please detail all travel for LCAL 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.
3. What travel is planned for the rest of this financial year? Also provide a reason and brief explanation for the travel.
4. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
5. 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.
6. 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.
7. 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.
8. Does LCAL elect to offset emissions for employees work related travel? If yes, what is the cost?

Answer:

1. Nil – Low Carbon Australia Limited (LCAL) employees do not typically accompany Ministers on travel.
2. In order to provide the Senator with the fullest information available, the following information is provided for the financial year to date:

Classification	Expense
Accommodation	\$21,734.01
Air Travel – International	Nil
Air Travel – Domestic*	\$75,476.04
Car Parking	\$3,361.92
Taxis and Fares	\$25,006.00
Meals whilst Travelling	\$3,467.30
Mileage Reimbursement	No longer applicable – ATO now classify as an allowance which is recorded on the PAYG summary
Company Directors Travel and Subsistence	\$26,199.26
Total	\$155,244.53 ex GST
* Please note purchased class of domestic travel for all LCAL staff is typically economy.	

- 3-4. On 19 December 2012, the Australian Government welcomed the in-principle agreement between the Boards of the Clean Energy Finance Corporation (CEFC) and LCAL to merge LCAL's energy efficiency program's staff, systems and platforms into the CEFC. Following this, the amount of travel that could be prospectively calculated on LCAL's account is expected to be immaterial.
- 5-7. Please refer to the answer to Question on Notice No. 313 from the October 2012 Supplementary Budget Estimates hearing.
8. Yes – please refer to the compulsory report required under 516A(4) of the *Environmental Protection and Biodiversity Conservation Act 1999 in the Low Carbon Australia Limited 2011-12 Annual Report* (pages 94-98). Please note offset costs are included within air travel above and are not separately recorded.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 210
Program: LCAL
Agency: LCAL
Topic: Legal costs
Hansard Page EC: Written

Senator Birmingham asked:

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

Answer:

1. Low Carbon Australia Limited (LCAL) is a *Corporations Act 2001* public company governed by the *Commonwealth Authorities and Companies Act 2001* and is not a *Financial Management and Accountability Act 1997* 'agency'. LCAL has spent \$287,459.77 this financial year to date on in-house staff providing legal services, covering Compliance, the Energy Efficiency Program and the Carbon Neutral Program.
- 2-3. Details requested are in the table below:

Date	Private Firm OR Australian Government Solicitor	Description	Cost
1/7/2012	Thomsons Lawyers	Agreement with State of New South Wales	\$4,236.10
FYTD	DibbsBarker	Drafting loan and infrastructure investment financing agreements under LCAL's Energy Efficiency Program ("EEP") as well as assisting with various compliance matters	\$287,255.16

27/7/2012	Corrs Chambers Westgarth	RFP Documents	\$5,324.76
FYTD	Clayton Utz	Compliance Programs	\$9,879.55
FYTD	Clayton Utz Brisbane	EEP finance agreements and compliance activities including Anti-Money Laundering and Counter-Terrorism Finance compliance program	\$62,508.98
FYTD	Clayton Utz Perth	Advice in relation to environmental compliance required for Projects financed under EEP	\$6,300.00
FYTD	Clayton Utz Sydney	EEP finance agreements	\$92,914.78
FYTD	Norton Rose	Audit letter for ANAO	\$414.01
FYTD	Macrossans Lawyers	Compliance and advice in relation to NCOS Carbon Neutral Program ("NCOS CNP")	\$4,504.35
FYTD	Anderson Mori & Tomotsue	Legal Opinion in relation to EEP Finance Agreement	\$5,076.79
FYTD	Australian Government Solicitor	Legal Advice	\$22,291.80
FYTD	TressCox Lawyers (formerly Macrossans)	Compliance and drafting customer contracts for NCOS CNP	\$14,915.42
31/7/2012	Baker and McKenzie	EEP finance agreement	\$3,725.12
TOTAL PRIVATE			\$497,055.02
TOTAL AGS			\$22,291.80
GRAND TOTAL FYTD to 1/3/2013			\$519,346.82

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	211
Program:	LCAL		
Agency:	LCAL		
Topic:	Education expenses		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What are LCAL's guidelines on study?
2. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for LCAL. 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 LCAL.

Answer:

1. Please refer to Question on Notice No.191 from the May 2012 Budget Estimates hearing.
2. As at 28 February 2013, there had been no further expense occurred since Question on Notice No. 318 of the October 2012 Supplementary Budget Estimates hearing.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	212
Program:	LCAL		
Agency:	LCAL		
Topic:	Executive coaching and leadership training		
Hansard Page EC:	Written		

Senator Birmingham asked:

In relation to executive coaching and/or other leadership training services purchased by LCAL, please provide the following information for this financial year to date:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. 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)
4. The names of all service providers engaged.

For each service purchased from a provider listed under (4), 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 (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)

Where a service was provided at any location other than the agency's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification).

- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs LCAL has incurred to use the location

Answer:

- 1-4. For this financial year to 28 February 2013, nil has been spent and no service providers have been engaged by Low Carbon Australia Limited in relation to executive coaching and/or other leadership training services.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	213
Program:	LCAL		
Agency:	LCAL		
Topic:	Media training		
Hansard Page EC:	Written		

Senator Birmingham asked:

In relation to media training services purchased by LCAL, please provide the following information for this financial year to date:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. 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)
4. The names of all service providers engaged.

For each service purchased from a provider listed under (4), 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).

Where a service was provided at any location other than the LCAL's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion

- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs LCAL incurred to use the location

Answer:

1.- 4. Low Carbon Australia Limited has procured no services of the type specified this financial year to 22 March 2013.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	214
Program:	LCAL		
Agency:	LCAL		
Topic:	Paid Parental Leave		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Please list how many staff in LCAL are eligible to receive payments under the Government's Paid Parental Leave scheme?
2. For this financial year to date list which 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.
3. What is the paid parental scheme offered by each agency? How many staff have used the scheme this financial year to date.

Answer:

Please note Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. Please refer to the response to Question on Notice No. 176 from the October 2011 Supplementary Budget Estimates hearing.
2. No LCAL staff member is in receipt of these payments this financial year to 20 March 2013.
3. The scheme offered by LCAL is the Australian Government's Paid Parental Leave Scheme. No LCAL staff members have accessed these payments this financial year to 20 March 2013.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	215
Program:	LCAL		
Agency:	LCAL		
Topic:	Corporate cars		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many cars are owned LCAL?
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:

- 1-5. Low Carbon Australia Limited has never owned any cars.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	216
Program:	LCAL		
Agency:	LCAL		
Topic:	Taxi costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

1. Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

Car Rental, Taxis and Fares expenses for the financial year to 28 February 2013 are as follows:

Program Operations	\$10,145.96
Corporate	\$14,860.04
TOTAL	\$25,006.00

Note that the expenses provided are inclusive of all Car Rental, Taxis and Fares. It is not possible to report taxi fares or hire cars separately as LCAL accounts do not capture this level of detail.

2. Please refer to Question on Notice No. 326 from the October 2012 Supplementary Budget Estimates hearing.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	217
Program:	LCAL		
Agency:	LCAL		
Topic:	Hire cars		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

1. Low Carbon Australia Limited (LCAL) is a *Corporations Act 2001* company and is not a Department or part of a Department. Please refer to the response to Question No. 216.
2. The reasons are generally as follows:
 - LCAL is primarily based in Brisbane and services the country nationally from this base.
 - Staff members need to travel to secure and support Australian business.
 - LCAL does not own or operate a corporate fleet of vehicles.
 - LCAL does not pay an allowance for vehicle purchase or leasing.
 - Public transport schedules and services do not always suit travel arrangements or business requirements.
 - Taxi services are not always available (for example, in rural locations) or the most cost effective means of travel (for example, travelling any great distance).
 - Taxi services and public transport are not feasible because of the nature of the travel activity (for example, multiple stops, need to keep vehicle waiting and so forth).

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	218
Program:	LCAL		
Agency:	LCAL		
Topic:	Credit cards		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. 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. Please refer to Question on Notice No. 327 from the October 2012 Supplementary Budget Estimates hearing.
2. There have been no changes to the answers to these questions since Question on Notice No. 179 from the October 2011 Supplementary Budget Estimates hearing.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	219
Program:	LCAL		
Agency:	LCAL		
Topic:	Provision of equipment - LCAL		
Hansard Page EC:	Written		

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 LCAL staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.

Answer:

Please refer to Question on Notice No. 199 from the May 2012 Budget Estimates hearing.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	220
Program:	LCAL		
Agency:	LCAL		
Topic:	Electricity costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What are the details of LCAL's electricity purchasing agreement?
2. What are LCAL's electricity costs for this financial year to date?

Answer:

1. Please refer to Question on Notice No. 220 from the October 2012 Supplementary Budget Estimates hearing.
2. \$6,131.47 excluding GST.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	221
Program:	LCAL		
Agency:	LCAL		
Topic:	Briefing for the Australian Greens and independents		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

- Which Independents have requested briefings and/or information?

Answer:

1.-2. No briefings have been commissioned. Please also refer to Question on Notice No. 202 of May 2012 Budget Estimates hearing regarding provision of information.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	222
Program:	LCAL		
Agency:	LCAL		
Topic:	Shredders		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has LCAL 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:

There have been no shredders purchased since Question on Notice No. 335 from the October 2012 Supplementary Budget Estimates hearing.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	223
Program:	LCAL		
Agency:	LCAL		
Topic:	Protective security policy framework		
Hansard Page EC:	Written		

Senator Birmingham asked:

Provide an update for LCAL, 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 LCAL specific policies and procedures.

Answer:

The Framework is not applicable to Low Carbon Australia Limited (LCAL) as it is:

- a company under the *Commonwealth Authorities and Companies Act 1997* ('CAC Act');
- not an 'agency' under the *Financial Management and Accountability Act 1997*; and
- not within the class of *Commonwealth Authorities and Companies Act 1997* bodies to which the *Protected Security Policy Framework: Securing Government business* (approved 6 June 2010, version 1.4 – the 'PSPF') is applicable in accordance with paragraph 4.1.4 of that document.

While LCAL is aware of a consultation with CAC Act bodies on application of a draft General Policy Order to apply the Framework more broadly, on 19 December 2012 the Australian Government announced the in-principle agreement between the Boards of the Clean Energy Finance Corporation (CEFC) and LCAL to merge LCAL's energy efficiency program's staff, systems and platforms into the CEFC.

In these circumstances, it is therefore unlikely that LCAL will need to take steps to comply with the PSPF (other than in so far as is necessary for the purpose of facilitating being merged into the CEFC).

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	224
Program:	LCAL		
Agency:	LCAL		
Topic:	Office locations		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please provide a list of all office locations for LCAL by:

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

Answer:

Low Carbon Australia Office Locations – 28 February 2013.						
Location	Area m2 *	Number of Staff and Classification #	Owned/ Leased	Facility Use	Annual Rent Paid/m2 *	Type of functions and work undertaken
Brisbane – Level 8, Wesley House, 140 Ann St Brisbane QLD 4000.	506 sqm^	30, comprising 2 Executive and 28 Non-Executive.	Leased	Office	\$477/sqm/pa	Core Administration, Administration of the Energy Efficiency Program, Administration of the Carbon Neutral program.
Sydney - Within Regus serviced offices at Level 4 95 Pitt St Sydney NSW 2000.	19 sqm ^@	2, both Non-Executive.	Leased	Serviced Office	\$998/sqm/pa @	Administration of the Energy Efficiency Program.
* The figures quoted in the table above are the lease rental costs per annum, although physical payments are made on a monthly basis.						
# Includes non-ongoing, ongoing, active and inactive employees. Excludes contractors and consultants.						
@ Note the number of square metres for a serviced office includes only the actual workspace and does not include common areas such as hallways, bathroom, kitchens or meeting rooms. Accordingly, the annual rent paid per square metre appears higher than for typical leased office space where the square metres include all common areas.						
^Note these figures do not include car parking spaces. To encourage the use of public transport and other low-impact travel (such as walking to work or riding a bicycle) Low Carbon Australia Limited does not subsidise employee parking and no car-parking spaces are associated with this lease.						

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	225
Program:	LCAL		
Agency:	LCAL		
Topic:	Communications staff		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. For LCAL, please provide – in relation to all public relations, communications and media staff – the following:
 - a. How many ongoing staff, the classification, the type of work they undertake and their location.
 - b. How many non-ongoing staff, their classification, type of work they undertake and their location.
 - c. How many contractors, their classification, type of work they undertake and their location.
 - d. How many are graphic designers?
 - e. How many are media managers?
 - f. How many organise events?
2. Does LCAL 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.
 - a. Please refer to Question on Notice No.337 from the October 2012 Supplementary Budget Estimates hearing.
 - b-d. Nil, not applicable.
 - e. All three marketing and communications staff have aspects of media management as part of their duties.
 - f. All three marketing and communications staff have aspects of event organisation as part of their duties.
2. No.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	226
Program:	LCAL		
Agency:	LCAL		
Topic:	Grants freeze		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How much has grant funding been reduced across LCAL 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. Has LCAL been required to find any other savings in this financial year? Please detail all such savings.

Answer:

1. Please refer to Question on Notice No. 338 from the October 2012 Supplementary Budget Estimates hearing.
2. Nil.
3. No.