

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD

Question No: 179

Topic: Portfolio Wide – taxi costs

Proof Hansard Page and Date Written

or Written Question:

Senator Birmingham asked:

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

Answer:

Department of Sustainability, Environment, Water, Population and Communities

1. The total spend for this financial year to 31 January 2013 is \$371,547 (GST inclusive).

Business Group	Amount \$
Australian Antarctic Division	66,340
Biodiversity Conservation Division	92,373
Commonwealth Environmental Water Office	5,879
Corporate Strategies Division	16,961
Department wide Fixed/Non-discretionary	2,061
Environment Quality Division	30,149
Environment Assessment and Compliance	21,463
Executive Division	10,807
Office of Water Science	1,218
Parks Australia (0110)	20,899
Policy and Communications Division	35,806
Supervising Scientist Division	3,152
Sustainability, Policy and Analysis Division	14,959
Water Efficiency Division	2,565
Water Reform Division	4,524
Wildlife, Heritage and Marine Division	42,391
Total	371,547

2. Taxis are used as cost effective travel for business purposes including: interoffice travel for meetings and training; and airport transfers for official interstate and international travel.

Director of National Parks

1. The total spend for this financial year to 31 January 2013 is \$9715 (GST inclusive).

Business group	Amount \$
Parks Executive	787
Parks Operations and Tourism Branch	6,684
Parks and Biodiversity Science Branch	1,861
Parks Protected Area Policy and Programs Branch	384
Total	9,715

2. Taxis are used as cost effective travel for work purposes including: interoffice travel for meetings and training and airport transfers for official interstate and international travel.

Bureau of Meteorology

1. The total spend for this financial year to 31 January 2013 is \$357,632 (GST inclusive). The Bureau cannot easily provide a breakdown of each business group, which would require manual manipulation of the records and a significant diversion of resources.
2. All taxi costs incurred are for official Bureau business, when cost effective to do so.

Great Barrier Reef Marine Park Authority

1. The total spend for this financial year to 31 January 2013 is \$57,879 (GST inclusive).

Business group	Amount \$
Chairman	2,267
Communications and Policy Coordination	16,492
Corporate Services	4,693
Environment & Sustainability	20,025
Marine Park Management	14,403
Total	57,879

2. All taxi costs incurred are for official use, when cost effective to do so.

Murray-Darling Basin Authority

1. The total spend for this financial year to 31 January 2013 is \$50,600 (GST inclusive).

Business group	Amount \$
River Management	12,194
Environmental Management	9,110
Policy and Planning	9,640
Corporate Services	14,041
Information and Compliance	5,615
Total	50,600

2. Taxi costs are incurred by the Authority's staff and committee members for attending work related meetings, seminars and training.

National Water Commission

1. The total spend for this financial year to 31 January 2013 is \$11,292 (GST inclusive).

Business group	Amount \$
Executive and Corporate Services	4,429
Industry and Sustainability	2,732
Planning and Evaluation	4,130
Total	11,292

2. Taxis are used to provide cost effective transport for work purposes including attending meetings or other business activities in Canberra and interstate, or for airport transfers associated with official travel.

Sydney Harbour Federation Trust

1. The total spend for this financial year to 31 January 2013 is \$5,036.80 (GST inclusive).

Business group	Amount \$
Executive	131
Marketing and Business Development	1,735
Finance and Corporate Services	615
Property Management	106
Projects and Operations	184
Board	2,266
Total	5,037

2. All taxi costs incurred are for official Trust business.

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question 180**
No:

Topic: Portfolio Wide – hire cars

Proof Hansard Page and Date Written

or Written Question:

Senator Birmingham asked:

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

Answer:

***Department of Sustainability, Environment, Water, Population and Communities
(the department)***

1. The total spend for this financial year to 31 January 2013 is \$99,122 (GST inclusive)

Business Group	Amount
Australian Antarctic Division	19,544
Biodiversity Conservation Division	20,044
Commonwealth Environmental Water Office	6,759
Corporate Strategies Division	2,243
Environment Quality Division	6,349
Environmental Assessment and Compliance	11,767
Executive Division	555
Office of Water Science	789
Parks Australia	6,960
Policy and Communication Division	3,983
Supervising Scientist Division	830
Sustainability Policy and Analysis Division	1,338
Water Efficiency Division	8,988
Water Reform Division	951
Wildlife, Heritage and Marine Division	8,022
Total	99,122

2. Hire cars are used for business purposes where taxis and public transport are not cost effective or unable to meet business requirements.

Director of National Parks (DNP)

1. The total spend for this financial year to 31 January 2013 is \$8,066 (GST inclusive). The DNP cannot easily provide a breakdown of each business group, which would require a significant diversion of resources in manually manipulating records.
2. Hire cars are used for business purposes where taxis and public transport are not cost effective or unable to meet business requirements.

Bureau of Meteorology (the Bureau)

1. The Bureau has spent \$69,290 on car hire in this financial year to 31 January 2013. The Bureau cannot easily provide a breakdown of each business group, which would require manual manipulation of the records and would require a significant diversion of resources.
2. All incurred costs for hire cars are for official Bureau of Meteorology business, when cost effective to do so.

Great Barrier Reef Marine Park Authority (GBRMPA)

1. The GBRMPA has spent \$25,379 on hire cars this financial year to date (GST inclusive)

Business group	Amount
Chairman	69
Communications and Policy Coordination	4,609
Corporate Services	118
Environment & Sustainability	5211
Marine Park Management	15372
Total	25,379

2. Hire cars are used at destinations where taxi or public transport is not efficient or effective.

Murray-Darling Basin Authority (the Authority)

1. The Authority spent \$32,909 on hire cars during 1 July 2012 to 31 January 2013. The breakdown by business groups as follows:

Business group	Amount
River Management	20,433
Environmental Management	3,162
Policy and Planning	3,044
Corporate Services	6,270
Total	32,909

2. Hire car costs are incurred by the Authority staff and committee members for work related purposes, that is, meetings, project site visits etc.

National Water Commission (the Commission)

1. The Commission has not spent any funds on car hire in this financial year to 31 January 2013.
2. Not applicable.

Sydney Harbour Federation Trust (the Trust)

1. The Trust has not spent any funds on car hire in this financial year to 31 January 2013.
2. Not applicable.

**Senate Standing Committee on Environment and Communications
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Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD

Question No: 181

Topic: Portfolio Wide – credit cards

Proof Hansard Page and Date Written

or Written Question:

Senator Birmingham asked:

1. Provide a breakdown for each employment classification that has a corporate credit card?

Please update details of the following:

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

Answer:

***Department of Sustainability, Environment, Water, Population and Communities
(the department)***

1. The number of cardholders by classification is set out in the following table:

Departmental Cardholders	Cards
Secretary	1
Senior Executive Service Band 3	3
Senior Executive Service Band 2	17
Senior Executive Service Band 1	46
Executive Level 2	142
Executive Level 1	152
Australian Public Service Level 6	111
Australian Public Service Level 5	53
Australian Public Service Level 4	29
Australian Public Service Level 3	7

2. No change since Supplementary Budget Estimates, October 2012.
3. No change since Supplementary Budget Estimates, October 2012.
4. No change since Supplementary Budget Estimates, October 2012.

5. Six instances of inadvertent misuse have been identified since Supplementary Budget Estimates, October 2012.

- An EL 2 officer accidentally used their card for a personal transaction (\$53.60). An invoice was raised for the officer to reimburse the department. The officer has repaid the amount.
- An EL 2 officer accidentally used their card for a personal transaction (\$9.76). An invoice was raised for the officer to reimburse the department. The officer has repaid the amount.
- An APS 6 officer accidentally used their card for a personal transaction (\$53.85). An invoice was raised for the officer to reimburse the department. The officer has repaid the amount.
- An EL 2 officer accidentally used their card for a personal transaction (\$28.48). An invoice was raised for the officer to reimburse the department. The officer has repaid the amount.
- An APS 6 officer charged a drink (\$3.20) to their card whilst using it to purchase fuel for a hire car. An invoice was raised for the officer to reimburse the department. The officer has repaid the amount.
- An APS 6 officer accidentally used their card for a personal transaction (\$33.80). The officer realised the error at the completion of the transaction and immediately requested that it be reversed. A refund transaction was processed by the supplier and no further recovery action was required.

6. No change since Supplementary Budget Estimates, October 2012.

Director National Parks (DNP)

1. The number of cardholders by classification is set out in the following table:

Departmental Cardholders	Cards
Director of National Parks	1
Senior Executive Service Band 1	2
Executive Level 2	9
Executive Level 1	13
Australian Public Service Level 6	16
Australian Public Service Level 5	11
Australian Public Service Level 4	17
Australian Public Service Level 3	6

2-6.No change since Supplementary Budget Estimates, October 2012.

Bureau of Meteorology (the Bureau)

1. The number of cardholders by classification is set out in the following table.

BOM Cardholders	Cards
Director of Meteorology	1
Senior Executive Service	2
Executive Level 2 (upper)	4
Executive Level 2 (lower)	5
Executive Level 1	50
Australian Public Service Level 6	92
Australian Public Service Level 5	66
Australian Public Service Level 4	12
Australian Public Service Level 3	12
Australian Public Service Level 1	1

2-3.No change since Supplementary Budget Estimates, October 2012.

4. There has been no deliberate misuse detected. However, in the event misuse was detected, all funds would be required to be returned to the Bureau and relevant action under the Bureau's Chief Executive Instructions and the *Financial Management and Accountability Act 1997* and *FMA Regulations* would be undertaken.
5. No.
6. It is the responsibility of the supervisors of cardholders to review and monitor the usage of the card by their staff. All questionable purchases or potential cases of misuse are reported to the Fraud Liaison Officer and credit card administrator for investigation and action. Additionally, checks are undertaken to ensure that all documentation and reconciliations are processed correctly. A random sample is selected for review to ensure that Tax Invoices are received. With the introduction of the ANZ e-Management system, the credit card administrators now have access to reports via an online ANZ system that can highlight transactions for further investigation.

Great Barrier Reef Marine Park Authority (GBRMPA)

1. The number of cardholders by classification is set out in the following table.

GBRMPA Cardholders	Cards
Senior Executive Service	5
Executive Level 2	14
Executive Level 1	13
Australian Public Service Level 6	14
Australian Public Service Level 5	6
Australian Public Service Level 4	6
Australian Public Service Level 3	6
Australian Public Service Level 2	3

2-6.No change since Supplementary Budget Estimates, October 2012.

Murray-Darling Basin Authority (the Authority)

1. The number of cardholders by classification is set out in the following table.

MDBA Cardholders	Cards
Chief Executive	1
Senior Executive Service Band 2	5
Senior Executive Service Band 1	8
Executive Level 2	49
Executive Level 1	64
Australian Public Service Level 6	39
Australian Public Service Level 5	19
Australian Public Service Level 4	9

2. In the event of misuse of a corporate credit card, the usage would be investigated and a report would be prepared in accordance with the Authority’s policies. Appropriate action would be undertaken, in line with the outcome of the investigation. This may include a range of criminal, civil, administrative and disciplinary remedies (including under the *Financial Management and Accountability Act 1997*, the *Public Service Act 1999*, the *Criminal Code Act 1995* and the *Crimes Act 1914*).

3. Corporate credit card use is monitored by a range of means including:

- Cardholders who are required to reconcile their cards on a monthly basis;
- Supervisors, who are required to endorse and sign the reconciled statements;
- A central monthly transaction review by the Finance & Administration section;
- A monthly report to Executive;
- The quarterly Certificate of Compliance Questionnaire, which captures any breaches of the MDBA’s credit card usage policy; and
- Internal Audit.

4. As outlined in answer 2.

5. No.

6. The Authority has developed and implemented a number of internal processes and controls to mitigate the risk of misuse of Corporate Credit Cards including:

- Induction of staff and ongoing awareness training in relation to APS Values, Code of Conduct, ethics and fraud;
- Clear policy, practical guidance and forms on credit card use;
- A Certificate of Compliance reporting process;
- Maintenance of a Fraud Control Plan;

- Pre-commitments by all cardholders who, prior to receiving a corporate credit card, are required to sign an agreement confirming that they will abide by the Authority's policies and procedures in relation to credit card use;
- Whistleblower Policy; and
- Effective segregation of duties and system access controls in relation to expenditure approvals.

National Water Commission (the Commission)

1. The number of cardholders by classification is set out in the following table.

Commission Cardholders	Cards
Chief Executive	1
Senior Executive Service Band 1	2
Executive Level 2	4
Executive Level 1	5
Australian Public Service Level 6	3
Australian Public Service Level 4	2

2. The misuse of the corporate credit card is initially reviewed by the Fraud Control Officer to determine the reason for the breach and what further action, if any, should be taken. All action is undertaken in accordance with the Commission's Fraud Control Plan, Commonwealth Fraud Control Guidelines and the AFP Case Categorisation and Prioritisation Model.
3. Corporate credit use is monitored by the cardholder's manager who is required to approve expenditure on the monthly credit card statement. The Commission's Chief Finance Officer has a general oversight role on credit card use.
4. Refer to response to question 2.
5. There have been two instances of credit card misuse reported in the financial year to 31 January 2013:
 - An EL 2 officer mistakenly used the credit card for a personal expense of a minor value. The misuse was reported immediately by the officer and the amount repaid. The officer was reminded of their responsibilities in the correct use of the corporate credit card.
 - An EL 1 officer mistakenly used the credit card for a personal expense of a minor value. The misuse was reported immediately by the officer and the amount repaid. The officer was reminded of their responsibilities in the correct use of the corporate credit card.
6. Officers are required to sign a declaration on application for a corporate credit card that they acknowledge and understand the conditions upon which a corporate credit card will be issued. Staff are required to acquit all their credit card transactions on a monthly basis and provide receipts for expenditure. This acquittal is authorised by a financial delegate. Staff are required to undertake training on the use of corporate credit cards as part of annual fraud and risk training.

Sydney Harbour Federation Trust (the Trust)

1. The number of cardholders by classification is set out in the following table.

Trust Cardholders	Cards
Holder of Public Office	1
Executive Level 2 equivalent	2

2-6.No change since Supplementary Budget Estimates, October 2012.

Senate Standing Committee on Environment and Communications
Legislation Committee
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 182

Topic: Portfolio Wide – provision of electronic equipment

Proof Hansard Page and Date or Written Question: Written

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. 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, the ongoing cost and a breakdown of what staff and staff classification receives it?
4. 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 whom it is provided?

Answer:

1. The following mobile devices have been provided to the Minister's and Parliamentary Secretary's offices:
 - BlackBerry Torch 9810;
 - BlackBerry Touch 9900;
 - iPhone 4S 32GB; and
 - iPhone 5 32GB.

Attachment A includes a breakdown of these mobile/electronic devices and the associated costs.

2. The ongoing costs for this financial year (1 July 2012 to 31 January 2013) are \$50,121.79 GST inclusive.

3. Items from the following list of electronic equipment can in certain circumstances, and on the basis of a business case, be made available to departmental/agency staff either in accordance with their employment condition or where there is a compelling operational requirement:

- iPad;
- laptop;
- aircard (wireless card);
- RSA token (vasco token);
- iPhone;
- BlackBerry; and
- Mobile phones.

Attachment A provides a breakdown of mobile/electronic devices and the associated costs.

BlackBerrys or iPhones are provided to Executive Level staff and above in accordance with departmental and agency policies.

The provision of any electronic devices at other APS classifications requires financial delegate approval and/or approved business cases to validate the operational requirement.

4. The following electronic equipment is available to the Minister's and Parliamentary Secretary's offices:

- iPad;
- laptop;
- RSA token;
- iPhone;
- BlackBerry; and
- Mobile phone.

Attachment A includes a breakdown of these mobile/electronic devices and the associated costs.

Attachment B provides a breakdown of the electronic equipment provided to the various levels of staff.

Breakdown of electronic equipment, mobile devices, and the associated costs

Electronic Equipment	Device	Purchase Cost (GST inclusive)	Ongoing Costs (per month) (GST inclusive)
iPad	iPad 2 (16GB)	\$398 (WiFi) \$567(3G)	\$39 (1GB) \$49 (4GB) \$69 (8GB) \$109 (15GB)
	iPad 3 (64GB)	\$757 (WiFi) \$898 (3G)	\$39 (1GB) \$49 (4GB) \$69 (8GB) \$109 (15GB)
Laptop	Standard	Nil	\$179.59 - \$196.45
	Ultraportable	Nil	\$192.17 - \$211.13
Wireless card	Aircard	\$152	\$39 (1GB) \$49 (4GB) \$69 (8GB)
Vasco token	RSA token	\$58 - \$60	Nil
Blackberry	Torch 9810	\$698	\$39
	Touch 9900	\$718	\$39
Mobile Phone	iPhone 4S 16 GB	\$679	\$10 (1GB) \$29 (3GB)
	iPhone 5 32 GB	\$899	\$10 (1GB) \$29 (3GB)
	Nokia C500	\$186	\$5

Breakdown of electronic equipment and mobile devices

Minister's office

The Minister	iPad ¹ (sim card) iPhone
The Chief of Staff	iPad Laptop RSA token Blackberry
Senior Advisors (2)	iPad x 2 Laptop RSA token Blackberry x 2
The Advisers (3)	iPad x 2 Laptop RSA token iPhone x 3
The Media Advisers (2)	iPad x 2 Laptop x 2 RSA token x 2 Blackberry iPhone
The Assistant Press Secretary	iPad Laptop RSA token iPhone
The Executive Assistant	iPad Laptop RSA token Blackberry
The Receptionist	Laptop RSA token Blackberry
The Electorate Officer	RSA token Blackberry

¹ Ministers own personal iPad with a departmentally supplied service.

Breakdown of electronic equipment and mobile devices

Parliamentary Secretary's Office

The Senator	iPad RSA token iPhone
The Senior Adviser	iPad Laptop RSA token iPhone
The Advisers (2)	iPad x 2 Laptop x 2 RSA token iPhone x 2
The Diary Manager	iPad Laptop RSA token iPhone

Additional function specific devices held by the department for the Office's use

1 x Overseas Travel iPad

1 x Departmental/Minister's office Test iPad

1 x Backup/Recovery iPad

2 x Question Time iPads

1 x Question Time iPad (Senator's office).

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 183

Topic: Portfolio Wide – electricity purchasing agreement

Proof Hansard Page and Date or Written Question: Written

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 of Sustainability, Environment, Water Population and Communities (the department) has entered into a Whole of Government (WoG) contract between the Commonwealth of Australia, represented by the Department of Defence, and ERM Power Limited for its Canberra sites. This agreement is for the period 1 July 2011 to 30 June 2015 and covers the Australian Capital Territory (ACT) and New South Wales (NSW).

Electricity for the department's office in Tasmania is provided by the landlord, AAD Nominees Pty Ltd, with two current leases. One commenced on 1 July 2004 and ends 30 June 2024 and the second commenced 1 July 2007 and ends 30 June 2017.

The department has two tenancies in the Northern Territory. The department's tenancy at Darwin Airport purchases its electricity from the sub-lessor, Darwin International Airport. The current sub-lease commenced on 24 July 2002 and ends on 23 July 2017.

The department's field station at Jabiru has its electricity supplied by Energy Resources Australia, Ranger Mine. There is no current formal agreement in place.

The Director of National Parks has entered into the same WoG (ACT and NSW) contract for the same period for the Australian National Botanic Gardens. The Director of National Parks has no other agreements in place.

The Sydney Harbour Federation Trust has also entered into the same WoG (ACT and NSW) contract for the same period for its large sites. All remaining smaller sites are on normal commercial business plans with Energy Australia. These are standard commercial contracts, so there is no fixed end date.

The Great Barrier Reef Marine Park Authority has no current formal agreement in place.

The Murray-Darling Basin Authority's electricity contract with ActewAGL was transitioned from the former Murray-Darling Basin Commission on 15 December 2008 and has no specific end date.

The National Water Commission (the Commission) has not entered into a purchasing agreement with an electricity provider. Due to the Commission's small size and low electricity usage, the Commission is unable to participate in the WoG electrical power contract arrangement. Electricity is currently purchased from ActewAGL on a monthly usage basis.

The Bureau of Meteorology has five electricity purchasing agreements with ERM Power Retail Pty Ltd covering 12 locations:

Agreement 1

- (a) 700 Collins Street, Docklands, Victoria - commenced 1 January 2013, expires 31 December 2014
- (b) Glenitta Avenue, Broadmeadows, Victoria - commenced 1 January 2013, expires 31 December 2014
- (c) 1010 Latrobe Street, Docklands, Victoria - commenced 1 January 2013, expires 31 December 2014

Agreement 2

- (a) 16 Truck City Drive, Campbellfield, Victoria – commenced 1 January 2013, expires 31 December 2014
- (b) Airport Drive, Mildura South, Victoria – commenced 1 January 2013, expires 31 December 2014
- (c) 2/56 Barrie Road, Tullamarine, Victoria – commenced 1 January 2013, expires 31 December 2014
- (d) Aerodrome Road, Bairnsdale, Victoria – commenced 1 January 2013, expires 31 December 2014
- (e) South Road, Yarrawonga, Victoria – commenced 1 January 2013, expires 31 December 2014
- (f) Sayers Road, Laverton, Victoria - commenced 1 January 2013, expires 31 December 2014

Agreement 3

South Australia Regional Office, Kent Town - 1 July 2011, expires 30 June 2014

Agreement 4

New South Wales Regional Office, Sydney - 1 July 2011, expires 30 June 2014

Agreement 5

Eucla Meteorological Office - 1 June 2011, expires 31 May 2016

2.

Department/Agency	FY to 31 January 2013
The department*	\$842,556.73
Director National Parks	\$265,895
National Water Commission	\$29,853.71
Sydney Harbour Federation Trust	\$245,285
Murray-Darling Basin Authority	\$57,482
Great Barrier Reef Maritime Park Authority	\$218,815
Bureau of Meteorology	\$2,124,474

* These figures do not include electricity generated by the department in the Antarctic Territories.

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Supplementary Budget Estimates, October 2012

Program: Division or Agency: Corporate: CSD **Question No:** 184
Topic: Portfolio Wide - shredders
Proof Hansard Page and Date or Written Question: Written

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:

Responses are provided on the attached table.

Department/Agency	Quantity	Cost	Purpose
Department of Sustainability, Environment, Water, Population and Communities	1	\$2,194.50.	Shredder purchased to replace a shredder which was beyond economic repair, for the purpose of destruction of classified documents in line with the Protective Security Policy Framework.
Director National Parks	Nil.	Not applicable.	Not applicable.
National Water Commission	Nil.	Not applicable.	Not applicable.
Sydney Harbour Federation Trust	Nil.	Not applicable.	Not applicable.
Murray-Darling Basin Authority	Nil.	Not applicable.	Not applicable.
Great Barrier Reef Marine Park Authority	Nil.	Not applicable.	Not applicable.
Bureau of Meteorology	Nil.	Not applicable.	Not applicable.

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 185

Topic: Portfolio Wide – protective security policy framework

Proof Hansard Page and Date Written

or Written Question:

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 of Sustainability Environment Water Population and Communities

As with all agencies, the department has a transition period to reach full compliance of the Protective Security Policy Framework (PSPF) by 1 August 2013. The department is well on track to achieve full compliance, already complying with 28 of the 33 mandatory requirements. Those that are not yet fully compliant in the main relate to information and technological requirements. A number of procedures are being reviewed or developed based on the department's policies and Security Plan. The department expects to be fully compliant by July 2013.

In terms of managing risk, reviews have already been undertaken throughout the department, and any potential concerns are being managed. Security delegations, Departmental Instructions, an Agency Security Plan, and Risk Register have also been prepared and are pending endorsement. The department's Information Technology Security Policy is also being amended to ensure compliance with the PSPF and Information Security Manual.

Director National Parks

Not applicable.

National Water Commission

The Commission has updated its security policy to take account of the new framework. A 'gap analysis' has been undertaken between the policy and the current operating environment. Processes are in place to address identified improvements needed based on a risk assessment. Revised records management and email classification systems have been introduced to meet mandatory requirements. The Commission operates in a low risk security environment. The Commission is compliant with the Australian Government's implementation schedule.

Sydney Harbour Federation Trust

Not applicable.

Murray-Darling Basin Authority

The Murray-Darling Basin Authority (the Authority) has implemented the requirements of the new PSPF which has included appropriate risk assessments and revisions to security policies and procedures.

The Authority's internal auditors reviewed the Authority's framework to enable the Authority to meet the compliance reporting obligations which commence in August 2013. Recommendations of this audit are being implemented.

Bureau of Meteorology

The Bureau of Meteorology continues to develop new procedures, policies and guidelines that relate to the PSPF implementation requirements. The Agency Security Policy has been released along with a number of supporting documents that deal with information management, physical and personnel security.

Regular liaison between the dedicated security unit within the Bureau's Information Technology Branch and the Agency Security Adviser continues to address the requirements of the PSPF. An overarching security committee meets quarterly to review progress towards the full implementation of the PSPF.

Currently the Bureau is undergoing security risk assessments at its regional offices with a plan to roll these out across all staffed sites and strategic equipment sites over the coming months.

Great Barrier Reef Marine Park Authority

The Great Barrier Reef Marine Park Authority (GBRMPA) continues to implement the mandatory requirements of the PSPF and in line with the requisite transitional provisions. To date 20 items are completed with the remaining 13 on track for completion prior to 31 July 2013.

GBRMPA recently completed a full protective security risk assessment and audit in conjunction with the Australian Federal Police. This was used to finalise GBRMPA's Agency Security Plan. Policies and procedures relating to Protective Security (including physical, personnel and information) are already in place.

**Senate Standing Committee on Environment and Communications
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Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 186
Topic: Portfolio Wide – office locations
Proof Hansard Page and Date Written
or Written Question:

Senator Birmingham asked:

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

1. Department/Agency?
2. Location?
3. Leased or Owned?
4. Size?
5. Number of Staff at each location and classification?
6. If rented, the amount and breakdown of rent per square metre?
7. If owned, the value of the building?
8. Depreciation of buildings that are owned?
9. Type of functions and work undertaken?

Answer:

The details are outlined in the table below:

Department of Sustainability, Environment, Water, Population and Communities

Office	Leased or owned	Net lettable area, (m2)	\$ Annual rent	\$/m2	Value of Building	Depreciation
John Gorton Building King Edward Terrace Parks	Leased	22321.40	\$ 8,258,918.00	\$ 370.00	N/A	N/A
33 Allara St, Civic, ACT	Leased	9123.00	\$ 4,031,180.01	\$ 441.87	N/A	N/A
13 Keltie St, Woden, ACT	Leased	6147.60	\$ 2,318,567.34	\$ 377.15	N/A	N/A
Cnr Pederson Rd and Fenton Court, Marrara, NT	Leased	2209.00	\$ 829,024.61	\$ 375.29	N/A	N/A
203/Mawson, Wild and Harrisson, Channel Highway, Kingston, Tas	Leased	19247	\$ 2,287,121.01	\$ 118.83	N/A	N/A
203/Edgar Waite, Channel Highway, Kingston, Tas	Leased	776.00	\$ 195,905.12	\$ 252.46	N/A	N/A
St Georges Terrace, Perth, WA	Leased	451.00	\$ 295,691.16	\$ 655.63*	N/A	N/A

Note:

- Cost of parking bays are not included in these figures.
 - Where actual cost per m² for office space is available it has been provided otherwise the average cost per m² for the total net lettable area of the tenancy has been provided.
- * Due to the high demand for office buildings (due to commodities boom) in the recent past, rental costs in Perth CBD are high.

Classification	33 Allara St	Darwin Airport	John Gorton Building	203 Channel Highway, Kingston, Tas	Lovett Tower, Woden	St Georges Tce, Perth
AMP HO 2				2		
APS 1/2	4		16	9	6	
APS 3		7	17	25	3	
APS 4	38	7	108	33	44	
APS 5	57	10	153	56	41	1
APS 6	137	16	283	98	78	2
COD 1				1		
EXEC 1	138	17	333	50	103	6
EXEC 2	46	4	116	25	30	1
GRAD			34			
LO 1			10	2		
PAO 1			5			
PAO 2			9	1		
PAO 3			19	1		
PLO 1	1		2			
PRS 1		3		10		
RS 1		5		9		
SECRETRY			1			
SES LEV1	10	2	27	3	4	
SES LEV2	3	1	8	1	1	
SES LEV3			3			
SLO 1			9			
SPAO 1			3			
SPAO 2			2			
SPRS 1				2		
SRS 1		2		19		

9. The type of function and work undertaken at each of these buildings is delivery of Government policy and programs and general administrative tasks.

Bureau of Meteorology

State	Location	Address	Leased or Owned	Size	Cost Psqm	Book Value of Building as at 30/6/12	Depreciation 2011-12
ACT	Canberra Airport Met Office	Drake Crescent, Majura, Canberra Apt	Leased	208	\$402.67	\$ 31,798	\$ 8,295
ACT	Canberra Water Division Office	Level 4, Childer Square, Civic	Leased	1568	\$ 467.98	\$1,622,358	\$512,323
ACT	Canberra Airport Met Office	Unit 5, 24 Richmond Avenue	Leased	105	\$ 325.00		
NSW	Cobar Met Office	Louth Road Cobar NSW	Owned	27900		\$1,116,286	\$36,009
NSW	Coffs Harbour Met Office	Coffs Harbour Airport Lot 18 DP 812274	Leased	10658	\$0.01	\$ 383,713	\$31,304
NSW	NSW Regional Maintenance Centre	111 Moore Street, Leichhardt	Leased	437	\$ 144.84	\$ 678,981	\$84,872
NSW	Lord Howe Island Met Office	Lot 219, Lord Howe Island	Leased	8203	\$ 0.40	\$ 934,215	\$45,743
NSW	Moree Met Office	Lot 5 Blueberry Road	Leased	3267	\$ 0.31	\$ 424,691	\$ 32,052
NSW	Norfolk Island Met Office	Norfolk Island Airport	Leased	15986		\$ 2,420,941	\$142,142
NSW	NSW Regional Office	300 Elizabeth St, Sydney	Leased	2595	\$ 453.24	\$ 2,417,218	\$398,733
NSW	Sydney Apt Met Office	Sydney Airport	Leased	4480	\$ 62.88	\$ 214,319	\$22,536
NSW	Wagga Wagga Met Office		Leased	9016		\$236,068	\$21,293
NSW	Williamstown Met Office	RAAF Base	Leased	570		\$ 406,240	\$ 32,986
NT	Alice Springs Met Office	Alice Springs Airport	Leased	29242	\$ 3.50	\$121,625	\$ 60,810
NT	Darwin Airport Met Office	Section 5060, Hundred of Bagot, Darwin Apt	Leased	38300	\$ 3.82	-	
NT	Northern Territory Regional Office	Cascom Complex Scaturchio St, Casuarina	Leased	1160	\$ 330.00	\$ 72,119	\$ 33,437
NT	Gove Met Office	PO Box 1396 Nhulunbuy NT 0881	Leased	55000		\$ 357,952	\$ 51,136
NT	Tennant Creek Met Office	Tennant Creek Airport	Leased	51039	\$ 0.53	\$ 381,222	\$49,812
NT	NT Regional Maintenance Centre	Lot 1721 Albatross St Winnellie NT 0820	Leased	820	\$ 126.39	\$ 20,501	\$ 20,684
QLD	Brisbane Apt Met Office	Pandanas Avenue Brisbane Apt	Leased	12692	\$ 27.68	\$ 760,942	\$ 36,141

State	Location	Address	Leased or Owned	Size	Cost Psqm	Book Value of Building as at 30/6/12	Depreciation 2011-12
QLD	Queensland Regional Office	Brisbane 69 Ann Street	Leased	1244	\$ 694.58	\$ 1,715,970	\$ 575,627
QLD	Cairns Airport Met Office	Lot 4 on RP854510 Cairns Airport	Leased	19700	\$ 7.54	\$ 634,253	\$ 88,622
QLD	Charleville Airport Met Office		Leased	34010	-	\$ 1,208,064	\$ 34,863
QLD	Queensland Regional Maintenance Centre	56 Lavarack Ave, Eagle Farm	Leased	503	\$ 258.00	\$ 129,127	\$ 54,272
QLD	Longreach Airport Met Office		Leased	40000	-	\$294,115	\$ 43,726
QLD	Mackay Met Office	Mackay Harbour Mt Bassett Dr	Owned	3758	-	\$ 1,607,672	\$ 48,717
QLD	Mount Isa Met Office	Lot 1 RP 724915	Leased	40000	\$ 0.42	\$343,176	\$ 50,538
QLD	Rockhampton		Leased	37010		\$660,904	\$ 63,137
QLD	Townsville Airport Met Office	RAAF Garbutt Lot 22 RPN 748033	Leased	40000	\$ 0.04	\$ 648,748	\$ 61,782
QLD	Weipa Met Office	John Evans Drive, Weipa	Leased	24220	\$ 0.29	\$1,577,336	\$ 69,052
QLD	Willis Island Met Office	Coral Sea	Leased	103341		\$ 11,896,793	\$635,135
SA	Adelaide Airport Met Office	Title ref Vol 5671 Fol 505	Leased	19059	\$ 8.28	\$ 1,689,206	\$ 62,203
SA	Ceduna Met Office	Ceduna Apt	Leased	3020	-	\$ 3,201,717	\$ 86,083
SA	South Australia Regional Office	Kent Town 25 College Street	Leased	2167	\$244.12	\$ 115,797	\$ 72,457
SA	Mount Gambier Met Office	Certificate of Title Volume 6036, Folio 446	Leased	5358	-	\$ 73,997	\$ 72,498
SA	Woomera Met Office	Tech Area Road Woomera	Leased	40000	-	\$ 837,848	\$ 65,167
TAS	Cape Grim Baseline Air Pollution Station	Cape Grim	Owned	489304		\$ 811,826	\$ 203,633
TAS	Hobart Airport Met Office	Hobart Airport Tasmania 7001	Leased	1300	\$ 13.08	\$ 703,091	\$ 60,380
TAS	Tasmania Regional Maintenance Centre	Moonah 10 Fleet Street	Leased	448	\$ 110.93	\$ 21,010	\$ 2,487
TAS	Tasmania Regional Office	111 Macquarie St, Hobart	Leased	1420	\$ 355.55		
TAS	Launceston Met Office	Tenancy 5, Cornwall Square, Launceston	Leased	132	\$ 291.69	\$ 40,316	\$ 21,991
TAS	Cape Grim Baps Smithton Office	159-161 Nelson Street Smithton Tas	Leased	280	\$ 82.75	\$ 24,582	\$ 20,543

State	Location	Address	Leased or Owned	Size	Cost Psqm	Book Value of Building as at 30/6/12	Depreciation 2011-12
VIC	Bureau of Meteorology Field Training Annex	Glenlitta Avenue, Broadmeadows	Leased	160040	\$ 3.56	\$291,161	\$ 35,291
VIC	Bureau of Meteorology Central Store	Truck City Drive, Campbellfield	Leased	3100	\$ 71.76	\$ 32,820	\$ 7,749
VIC	Victoria Regional Office	Level 6, 1010 Latrobe St	Leased	2132	\$ 336.32	\$ 959,190	\$ 225,326
VIC	Bureau of Meteorology Head Office	700 Collins Street, Docklands	Leased	17272	\$ 447.29	\$12,337,372	\$3,577,951
VIC	East Sale Met Office	Mildura Airport	Leased	6046	\$ 0.15	\$ 33,697	\$ 4,169
VIC	Mildura Airport Met Office	Mildura Airport	Leased	24400	\$ 0.02	\$ 150,832	\$ 64,074
VIC	Victoria Regional Maintenance Centre	56 Barrie Road, Tullamarine	Leased	413	\$ 81.20	\$15,397	\$4,277
VIC	Melbourne Airport Met Office	Melbourne Apt	Leased	8551	\$ 8.69	\$ 809,076	\$ 39,585
WA	Albany Met Office	Albany Aerodrome	Leased	27000	-	\$ 5,797,977	\$173,800
WA	Western Australia Regional Maintenance Centre	20 Belgravia Street Belmont	Leased	656	\$ 79.44	\$ 8,784	\$ 832
WA	Broome Airport Met Office	Broome International Apt, Broome, WA 6725	Leased	31912		\$2,037,198	\$ 56,630
WA	Carnarvon Airport Met Office		Leased	30000		\$ 275,032	\$ 113,807
WA	Cocos Islands Met Office		Leased	69888		\$ 199,371	\$ 85,317
WA	Esperance Met Office	Lot 50, Fairfields St	Owned	44515		\$ 2,472,872	\$67,137
WA	Eucla Met Office	Lot 221 Baxter Road	Owned	40000		\$ 616,837	\$ 54,426
WA	Geraldton Met Office	Geraldton Airport	Leased	29800		\$ 2,316,441	\$ 129,057
WA	Giles Met Office	Reserve No. 24966	Leased	38231	-	\$ 1,178,720	\$ 96,823
WA	Halls Creek Met Office		Leased	9772	-	\$ 114,847	\$52,331
WA	Kalgoorlie Met Office	Greenhill Road, Kalgoorlie	Leased	94404	-	\$506,795	\$ 57,248
WA	Learmonth Airport Met Office		Leased	23625	\$ 0.14	\$250,249	\$84,486
WA	IPS Solar Observatory	Learmonth	Leased	?			
WA	Meekatharra Met Office	Meekatharra Aerodrome	Leased	19600		\$ 324,319	\$158,929

State	Location	Address	Leased or Owned	Size	Cost Psqm	Book Value of Building as at 30/6/12	Depreciation 2011-12
WA	Western Australia Regional Office	1100 Hay Street, West Perth	Leased	1918	\$ 296.64	\$11,185	\$1,945
WA	Perth Airport Met Office	Perth Airport	Leased	4405	\$ 4.50	\$517,266	\$ 37,772
WA	Port Hedland Met Office	Port Hedland Aerodrome	Leased	30000	\$ 0.50	\$10,015	

Location	APS 1	APS 2	APS 3	APS 4	APS 5	APS 6	APS 3 to 5	APS 3 to 6	Cadet	Chief Research Sci.	EL 2	EL 1	Grad	PEO	SES B1	SES B2	Trainee (Tech)
Adelaide	1		10	1	4	18	8	11			4	16					
Albany			2		1												
Alice Springs			2		1		1										
Amberley						1						1					
Antarctica/Macq			7			2	2	1				1					
Brisbane		1	10		6	16	4	33	1		4	22	1		1		3
Brisbane - Airport			8														
Broome			4		1	2											
Cairns			4		2	6			1								
Canberra				1	2	19		5			17	31		1	2		
Cape Grim/Smith				1		2					1	1					
Carnarvon			1		1												
Ceduna					1												
Charleville			2														
Cobar					1												
Cocos Island			1		1												
Coffs Harbour			2														
Darwin			12	1	3	20	2	12			2	17					1
East Sale						3											
Esperance			3		1												
Eucla			1														
Geraldton			2		1												
Giles			1			1						1					
Gove/Nhulunbuy			3		1												
Halls Creek			4														
Hobart		1	12		3	12	3	16	1		2	17					
Kalgoorlie					1												
Launceston												1					
Learmonth/Exmou			1	1		1					1						1
Longreach			2		1												
Lord Howe Island					1												
Mackay			1		1												
Meekatharra			1														

Location	APS 1	APS 2	APS 3	APS 4	APS 5	APS 6	APS 3 to 5	APS 3 to 6	Cadet	Chief Research Sci.	EL 2	EL 1	Grad	PEO	SES B1	SES B2	Trainee (Tech)
Melbourne - HO	5	14	37	31	59	196	10	35	2	2	176	318			8	3	
Melbourne - Vic Airport			5		1												
Mildura					1												
Moree					1												
Mount Isa					1												
Mt Gambier					2												
Narrabri						1											
Norfolk Island			3														
Oakey						1						1					
Pearce						1		1				1					
Perth			14	1	2	30	6	18	1		3	17			1		2
Port Hedland					1												
Reg. Office / BMTC	4		9		4	10	4	12			4	12	10				
Rockhampton			3		1		1										
Sydney		3	10	2	3	34	10	23			8	22			2		2
Sydney - Airport					1												
Sydney - Airport			3														
Sydney - SAMU						1					1	4					
Tennant Creek			1		1												
Tindal/Katherin												1					
Townsville	1		2		1	1	2	3				1					
Wagga Wagga			3		1												
Weipa			1														
Williamtown			2		1	2						1					
Willis Island			2			1											
Woomera					1												

9. All locations are official offices of the Bureau of Meteorology, and are part of the Australia-wide network providing observation and/or forecasting services.

Murray-Darling Basin Authority

Office	Leased or owned	Net lettable area, (m2)	\$ Rent	\$/m2	Value of Building	Depreciation
Levels 3 and 4, 51 Allara Street Canberra City	Leased	3,862m2		\$404.32/m2 pa.	N/A	N/A
Level 6, 40 Allara Street, Canberra City	Leased	800m2		\$375/m2 pa	N/A	N/A
213 Greenhill Road, Eastwood SA – 2 serviced offices	Leased	Approx. 40m2	\$2,070/month		N/A	N/A
123 Margaret Street, Toowoomba QLD – one serviced office	Leased	Approx. 24m2	\$1,224/month		N/A	N/A
Building 760 East, Elizabeth Mitchell Drive Albury, NSW	Leased	Approx. 40m2	annual flat fee of \$44,000		N/A	N/A

Location	APS 1/2	APS 3	APS 4	APS 5	APS 6	EL 1	EL 2	SES 1	SES 2	SES3	PEO (CEO)	SEC (Chair)
51 Allara	4	5	20	27	59	84	47	8	4		1	1
40 Allara Street			2	7	17	9	13		2			
Eastwood (SA)							2					
Toowoomba (QLD)							1					
Albury (NSW)							1					

9. Type of functions and work undertaken.

- Canberra – policy, basin planning, environmental management, river operations and corporate services.

- Eastwood – Salt interception, river management and MDB Agreement Review
- Toowoomba – Northern Community and Indigenous Engagement
- Albury – Indigenous Engagement

Sydney Harbour Federation Trust

Location	Leased or Owned	Size (m2)	Value in dollars (GST inclusive)	Depreciation of building
Mosman Building 28 Best Avenue, Mosman NSW	Owned	1430	2,460,200	83,599
North Head, Manly North Head Scenic Drive, Manly NSW	Owned	37.6	506,392	23,706
Cockatoo Island Cockatoo Island, Sydney Harbour NSW	Owned	331	872,139	40,698
Platypus High Street Neutral Bay, NSW	Owned	138.3	98,248	5,171

Location	APS 1/2	APS 3	APS 4	APS 5	APS 6	EL 1	EL 2	SES 1	SES 2	SES3	PEO	SEC
Building 28, Best Avenue, Mosman NSW		6	8	9	8	9	6	6	4	2		
North Head, Manly, North Head Scenic Drive, Manly NSW												
Cockatoo Island, Cockatoo Island, Sydney Harbour NSW			2									
Platypus, High Street Neutral Bay, NSW												

9. Delivery of operations and business requirements.

National Water Commission

Location	Leased or Owned	Size (m2)	If rented, the amount and breakdown of rent in m2
95 Northbourne Avenue, Canberra ACT	Leased	1151	\$404.00

Location	APS 1/2	APS 3	APS 4	APS 5	APS 6	EL 1	EL 2	SES 1	PEO	Grand Total
Canberra	-	-	4	2	10	12	7	2	1	38

9. The type of function and work undertaken at this building relate to activities set out in the *National Water Commission Act 2004* for the monitoring and assessment of water reform under the National Water Initiative and for audit activities as set out in the *Water Act 2007*.

Director of National Parks

Location	No of Buildings at location	Size (m2)	Amount of Rent	Rent per square metre	Total Value of Buildings	Depreciation Value
Australian National Botanic Gardens	11	Various			\$ 1,708,329	\$ 142,939
Booderee National Park	3	Various			\$ 460,000	\$ 29,675
Christmas Island National Park	2	Various			\$ 574,700	\$ 36,170
Uluru-Kata Tjuta National Park	4	Various			\$ 7,874,850	\$ 419,661
Kakadu National Park	8	Various			\$ 10,130,000	\$ 606,726
Norfolk Island National Park	1				\$ 80,044	\$ 9,464
Booderee National Park	1	103.77	\$ 1 (if and when demanded)	N/A-		
Cocos (Keeling) Island	2	65	\$ 10,728 per year	\$ 187.50		
		20	\$ 4,500	\$ 225.00		

	APS 1/2	APS 3	APS 4	APS 5	APS 6	Exec 1	EXEC 2	LO	PAO2	PAO3	PEO Class C	RES SCI	SES Band 1	SPA01
Canberra		50	18	9	19	24	5	2	1	1	1	1	2	1
Booderee		12	9	5	4	6	1							
Christmas Island	13	8	4	5	2	1								
Cocos (Keeling) Island	5	1		1										
Darwin		2		1	3	3								
Kakadu	95	20	24	9	10	5	1							
Norfolk Island	5		1		1									
Uluru	15	8	9	7	2	4	1							

9. The type of function and work undertaken at each of these buildings is the delivery of Australian Government policy and programs, research, horticulture and general administrative tasks.

Great Barrier Reef Marine Park Authority

Location	No of Buildings at location	Size (m2)	Amount of Rent	Rent per square metre	Total Value of Buildings	Depreciation Value
QLD Townsville 2-68 Flinders Street	Leased	2593	\$586,860pa	\$226		
QLD Townsville Kelleher Place	Leased	596	\$140,000pa	\$235		
QLD Cairns Orchid Plaza, LakeStreet	Leased	326	\$95,345pa	\$292		
QLD Mackay 43 River Street	Leased	137	\$47,952	\$350		
QLD Rockhampton 130 Victoria Parade	Leased	86	\$30,100pa	\$350		
ACT Canberra John Gorton Building	Leased	80	nil			

Location	APS 1/2	APS 3	APS 4	APS 5	APS 6	EL 1	EL 2	SES 1	SES 2	SES 3	PEO	SEC
Townsville	8.51	10	14.6	19	38.38	31.4	17	2			1	
Townsville (Kelleher Place)	3	1	3.8	6.4	5	4	3	1				
Cairns			2	2	4	4						
Mackay			1		1	1						
Rockhampton			1		1	1						
Canberra				1		1		1				

9. The type of functions and work undertaken at each of these buildings is Great Barrier Reef Marine Park management, corporate support, policy coordination, regional engagement and compliance.

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 187

Topic: Portfolio Wide – grants freeze

Proof Hansard Page and Date Written

or Written Question:

Senator Birmingham asked:

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

Answer:

1. At the Mid-Year Economic and Fiscal Outlook (MYEFO) the Commonwealth Government announced savings from uncommitted grants funding. The savings from the Department of Sustainability, Environment, Water, Population and Communities (the department) was \$1.4 million in 2012/13.

2.

Grants Program	2012/13 (\$'000)	Comment
Your Community Heritage/National Historic Sites	-1,000	Grants freeze reduction
Sustainable Rural Water Use and Infrastructure Program – Irrigation Modernisation Planning Assistance	-300	Grants freeze reduction
Australian Biological Resources Study – National Taxonomy Research Grants	-60	Grants freeze reduction
Biodiversity Fund	-9,600	Reprofiled to 2014/15
Sustainable Rural Water Use and Infrastructure Program	-7,000	Transferred to Department of Regional Australia, Local Government, Arts and Sport to fund Murray-Darling Basin Regional Economic Diversification Program

Sustainable Rural Water Use and Infrastructure Program – Bill 1	-5,000	Reprofiled to 2016/17
Indigenous Carbon Farming Fund	+1,286	Transferred from Departmental to Administered
Sustainable Rural Water Use and Infrastructure Program – Bill 2 State Priority Projects	+753	Grants to Local Government (New South Wales)

3. There were no additional grant savings required of the department this financial year.

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Sustainability, Environment, Water, Population and Communities portfolio
Additional Budget Estimates, February 2013

Program: Division or Agency: Corporate: CSD **Question No:** 188

Topic: Budget position

Proof Hansard Page and Date Written

or Written Question:

Senator Waters asked:

1. The Department's additional estimates statement says that there has been savings in a number of areas. Can you tell me what the implication is of the \$1 million savings in 2012-13 for the heritage grants program: What grants haven't been issued? Where do these grants usually go?
2. What's the implication of the \$100,000 saved from the Australian Biological Resources Study? What work has been put off or cancelled?
3. You state that \$1.7 million for the "Australia-Antarctica shipping capability – second stage business case" will be "met within the existing resources of SEWPaC". Where from exactly?
4. You state that over \$2.2 million will be saved in public service efficiencies – what does this actually mean? Where were these savings found exactly? Is this associated with a real or relative reduction in staffing in the department?
5. What are the on the ground implications of these savings – where will they be felt?
6. What are the total savings in departmental funds (accounting for inflation) that the department has had to find over the past twelve months?
7. What are the implications of this for your ability to deliver programs – which work programs have been scaled back or put on hold?

Answers:

1. The original appropriation for 2012/13 for the Your Community Heritage grants program was \$8.4 million, which was reduced to \$7.4 million as part of the Australian Government's consideration of uncommitted grant funding. Of this \$7.4 million, \$2.6 million is contracted due to previous funding rounds. That means there is currently \$4.8 million unallocated for this financial year.

The applications for 2012/13 Your Community Heritage grants round closed for applications on 21 March 2013. These applications are currently being assessed and, while the Department of Sustainability, Environment, Water, Population and Communities (the department) anticipates that there is \$1 million less in funding this financial year, the department is unable to provide a quantitative answer given the range of programs and range of sizes of projects that that program supports.

The Your Community Heritage grants program is a competitive grants program that helps protect and conserve Australia's nationally significant historic sites; honour eminent Australians who have made a significant contribution to our nation; assist communities to tell their heritage stories and enhance community engagement in heritage through celebrations and events. Further information can be found on the department's website, including details of projects that have been funded previously under the Your Community Heritage grants program: <http://environment.gov.au/heritage/programs/yhc/funded.html>.

2. The Budget savings measure will not affect the availability of competitive grant funding under the National Taxonomy Research Grant Program. The savings measure will reduce capacity to implement discretionary projects such as enhancement of faunal data and improvements to grant administration.
3. Reallocated from within Outcome 3
4. The \$2.2 million in savings is being managed as part of internal budgetary considerations within the department. This includes reviewing discretionary areas of expenditure and delivering ongoing efficiencies across the department. Discretionary spending includes non-campaign recruitment, advertising, printing and publishing, consultants and contractors, domestic and international air travel, travelling economy instead of business class and greater use of technology through teleconferencing where possible.

During 2012/13, the department has also introduced a range of measures to limit external recruitment activities and to maximise internal staff mobility. This has ensured, where possible, that existing staff have new opportunities within and across the department rather than going to market for additional staff. During this time the department has relied on natural attrition to aid in achieving savings.

5. In the development of the department's internal Budget allocation process for 2012/13, a broad consultative process was undertaken which was aimed at identifying: key priority areas of business, business process improvement leading to efficiencies, areas of discretionary expenditure and lower priority functions that can be scaled back or ceased. As stated above the on the ground implications of these savings has meant a review of discretionary spending and limiting external recruitment activities.
6. The total savings in departmental funds (accounting for inflation) that the department has had to find over the past twelve months is \$2.2 million in public service efficiencies.
7. The department continues to regularly look for ways to improve productivity and increase performance and delivery of programs, for example, the department was one of the first agencies to be subject to a "Capability Review", the outcome of which has resulted in a range of projects aimed at increasing the agencies capability and performance over the coming year. The outcomes of this project and other internal performance improvements will assist in delivering increased efficiencies in business outcomes.