

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

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

Senator Birmingham asked:

1. When will the department occupy the new building being constructed?
2. What is the floorspace of the new building being constructed?
3. What will the annual rent on the new building being constructed be?

Answer:

1. Construction of the Nishi building is due to be completed by 19 November 2012. It is expected that the Department will occupy the premises soon after the handover of the space.
2. The total floor space of the commercial area of the Nishi building is approximately 20,700 square metres. The Department will occupy approximately 12,250 square metres of this space.
3. The Department's rent obligation during the first year of the lease will be \$6,415,625 excluding GST.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	2
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Accommodation		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How much floor space will the department and all portfolio agencies occupy across all buildings once the new building is complete?
2. What will the rental cost on each building occupied be?
3. What is the energy efficiency rating of each building occupied?

Answer:

1. According to the current works program, the Nishi building will be completed in November 2012. At that time the Department and all portfolio agencies will occupy the following areas:

Building	Office space (square metres)	Lease End Date
Nishi	12,250	ca November 2027
2 Constitution Avenue, Canberra	9,902	31 December 2012
1 Farrell Place, Canberra	1,850.3	31 May 2013
5 Farrell Place, Canberra	7,147	31 May 2017
SAP House, Canberra	3,291	30 June 2013
Total	34,440.3	

It is planned that the tenancies within 2 Constitution Avenue, 1 Farrell Place and SAP House will be divested at lease expiry, resulting in 19,397 square metres of office space being retained.

2. The Department's rent obligation for the Nishi building during the first year of the lease will be \$6,415,625 excluding GST.

5 Farrell Place is subject to a market rent review in June 2012. The current rent obligation for that building is \$3,672,131.64 excluding GST.

The annual rents applicable over the residual lease terms for the remaining properties are as follows:

Building	Annual Rent as at November 2012 (excluding GST)
1 Farrell Place, Canberra	\$ 726,030.72
2 Constitution Avenue, Canberra	\$4,916,873.84
SAP House, Canberra	\$1,500,436.02

3. The principles underlying the design, development and construction of the Nishi building are aimed at achieving better than 5 Stars under the National Australian Built Environment Ratings System (NABERS).

The base building energy rating for 5 Farrell Place under the NABERS scheme is 4.5 stars.

Under the current lease arrangements at 2 Constitution Avenue, SAP House and 1 Farrell Place, the landlords are not required to provide the Department with base building NABERS ratings.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 3
Program: Corporate
Division/Agency: CSD
Topic: Staffing – FYTD
Hansard Page EC: Written

Senator Fisher asked:

1. How many permanent staff have been recruited this FYTD?
2. What classification are these staff?
3. How many temporary positions exist or have been created this FYTD?
4. This FYTD, how many employees have been employed on contract and what is the average length of their employment period?

Answer:

1. At 30 September 2011, 69 ongoing employees had commenced with the Department in the 2011-12 financial year to date.
2. The following table provides the classification level of these 69 employees.

Classification	No. of ongoing employees commenced FYTD
APS4	11
APS5	13
APS6	10
Executive Level 1	21
Executive Level 2	10
SES Band1	2
SES Band 2	1
Senior Legal Officer 1	1
Total	69

3. No temporary positions exist or have been created this financial year to date.
4. At 30 September 2011, 36 non-ongoing employees commenced with the Department in the 2011-12 financial year to date, with an average contract length of 8.31 months.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 4
Program: Corporate
Division/Agency: CSD
Topic: Staffing
Hansard Page EC: Written

Senator Fisher asked:

1. How many permanent staff were recruited for the year 2010-11?
2. What classification are these staff?
3. How many temporary positions exist or were created for the year 2010-11?
4. For the year 2010-11, how many employees were employed on contract and what is the average length of their employment period?

Answer:

1. 220 ongoing employees commenced with the Department in the 2010-11 financial year.
2. The following table provided the classification level of these 220 employees.

Classification	No. of ongoing employees commenced FYTD
APS1	0
APS2	0
APS3	15
APS4	21
APS5	23
APS6	40
Executive Level 1	64
Executive Level 2	44
SES Band1	9
SES Band 2	2
SES Band 3	2
Total	220

3. Nil

4. 158 non-ongoing employees commenced with the Department in the 2010-11 financial year. The average contract length for these staff members was 10.2 months.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	5
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Staff Reduction Plans		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Are there any plans for staff reduction? If so, please advise details ie. reduction target, how this will be achieved, services/programs to be cut etc.
2. If there are plans for staff reductions, please give the reason why these are happening.

Answer:

There are currently no plans for staff reduction.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	6
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Efficiency Dividend		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How has the efficiency dividend been implemented?
2. Please list where and what spending has been reduced to meet the efficiency dividend.

Answer:

1. The Department has not undertaken specific action to implement the efficiency dividend. The Department manages its budget and makes resource allocation decisions in accordance with the total funding available. As such, no specific cuts have been identified that relate directly to the efficiency dividend.
2. Not applicable. Refer to above response.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	7
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Hospitality and Entertainment		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What was the Department's hospitality spend for the year 2010-11? Detail date, location, purpose and cost of all events.
2. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for the year 2010-11. Detail date, location, purpose and cost of each event.
3. What was the Department's entertainment spend for the year 2010-11? Detail date, location, purpose and cost of all events.
4. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for the year 2010-11. Detail date, location, purpose and cost of each event.
5. What hospitality spend is the Department's planning on spending? Detail date, location, purpose and cost of all events.
6. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.
7. What entertainment spend is the Department's planning on spending? Detail date, location, purpose and cost of all events.
8. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.

Answer:

1. The Department's total hospitality spend for financial year 2010-11 is \$169,549. These figures include entertainment and catering costs. The Department does not centrally retain details relating to date, location, and purpose, nor does it itemise spending on catering and entertainment. Preparing this information will require an extensive manual exercise to identify and consult with relevant staff, some of which no longer work in the Department. Accordingly, in the context of existing workloads the request is considered an unreasonable diversion of resources.

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

2. Nil.
3. As per response to question 1, the Department is unable to provide a breakdown of spending on entertainment.
4. Nil.
5. At present the Department plans to spend approximately \$3,600 on engagement dinners with stakeholders in peak industry, between February and June 2012.
A further \$44,850 is planned throughout the 2011-12 financial year for a range of international related events including hosting lunch and dinners whilst on official overseas travel.
6. There is no planned hospitality by either the Minister's or Parliamentary Secretary's offices at present.
7. The Department does not separately identify spending on entertainment. These costs are included in the response to question 5.
8. There is no planned entertainment by either the Minister's or Parliamentary Secretary's offices.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 8
Program: Corporate
Division/Agency: CSD
Topic: Board Appointments
Hansard Page EC: Written

Senator Fisher asked:

1. What is the gender ratio on each board and across the portfolio?
2. Detail any board appointments for the year 2010-11.
3. Please detail any board appointments for the FYTD.

Answer:

1.

Board or body	Ratio Male:Female
Low Carbon Australia Limited	2:1
Domestic Offsets Integrity Committee	2:1
Coasts and Climate Change Council	3:5
Multi-Party Climate Change Committee	10:3
Climate Commission	2:1
National Climate Change Adaptation Research Facility Board	1:1

2. Please refer to Attachment A.
3. There have been no board appointments for the financial year to date.

Name of the board or body	Person	Gender	Position	Period of appointment	
				Commencement date	Expiry date
Low Carbon Australia Limited	Professor Robert Hill	M	Chair	14 January 2010	13 January 2012
Low Carbon Australia Limited	Mr Tony Coleman	M	Director	14 January 2010	13 January 2012
Low Carbon Australia Limited	Mr Don Matthews	M	Director	14 January 2010	13 January 2012
Low Carbon Australia Limited	Mr Martijn Wilder	M	Director	14 January 2010	13 January 2012
Low Carbon Australia Limited	Ms Tanya Cox	F	Director	1 June 2011	1 June 2014
Low Carbon Australia Limited	Ms Linda Bardo Nicholls	F	Director	1 June 2011	1 June 2014
Domestic Offsets Integrity Committee	Mr Duncan McGregor	M	Chair	11 October 2010	30 June 2012 or on appointment of statutory DOIC if sooner.
Domestic Offsets Integrity Committee	Ms Shayleen Thompson	F	DCCEE Member	11 October 2010	As above
Domestic Offsets Integrity Committee	Dr Brian Keating	M	CSIRO Member	11 October 2010	As above
Domestic Offsets Integrity Committee	Mr Mark Dangerfield	M	Member	11 October 2010	As above
Domestic Offsets Integrity Committee	Professor Annette Cowie	F	Member	11 October 2010	As above
Domestic Offsets Integrity Committee	Mr Rob Fowler	M	Member	11 October 2010	As above
Coasts and Climate Change Council	Professor Bruce Thom AM	M	Chair	November 2009	December 2011
Coasts and Climate Change Council	Ms Sam Mostyn	F	Member	November 2009	December 2011
Coasts and Climate Change Council	Mayor Genia McCaffery	F	Member	March 2011	December 2011
Coasts and Climate Change Council	Professor Barbara Norman	F	Member	November 2009	December 2011
Coasts and Climate Change Council	Mayor Paddi Creevey OAM	F	Member	November 2009	December 2011
Coasts and Climate Change Council	Mayor Lorraine Pyefinch	F	Member	March 2011	December 2011
Coasts and Climate Change Council	Mr Andrew Beatty	M	Member	March 2011	December 2011
Coasts and Climate Change Council	Dr Andrew McCowan	M	Member	March 2011	December 2011
Multi-Party Climate Change Committee	The Hon Julia Gillard MP	F	Chair	October 2010	July 2011
Multi-Party Climate Change Committee	The Hon Greg Combet AM MP	M	Co Deputy-chair	October 2010	July 2011

Multi-Party Climate Change Committee	Senator Christine Milne	F	Co Deputy-chair	October 2010	July 2011
Multi-Party Climate Change Committee	The Hon Wayne Swan MP	M	Member	October 2010	July 2011
Multi-Party Climate Change Committee	Senator Bob Brown	M	Member	October 2010	July 2011
Multi-Party Climate Change Committee	Mr Tony Windsor MP	M	Member	October 2010	July 2011
Multi-Party Climate Change Committee	Mr Robert Oakeshott MP	M	Member	October 2010	July 2011
Multi-Party Climate Change Committee	The Hon Mark Dreyfus QC MP	M	Observer	October 2010	July 2011
Multi-Party Climate Change Committee	Mr Adam Bandt MP	M	Observer	October 2010	July 2011
Multi-Party Climate Change Committee	Professor Ross Garnaut	M	Expert Adviser	October 2010	July 2011
Multi-Party Climate Change Committee	Professor Will Steffen	M	Expert Adviser	October 2010	July 2011
Multi-Party Climate Change Committee	Mr Rod Sims	M	Expert Adviser	October 2010	July 2011
Multi-Party Climate Change Committee	Ms Patricia Faulkner	F	Expert Adviser	October 2010	July 2011
Climate Commission	Professor Tim Flannery	M	Chief Commissioner	Feb 2011	Dec 2012
Climate Commission	Dr Susannah Elliott	F	Commissioner	Feb 2011	Dec 2012
Climate Commission	Mr Roger Beale	M	Commissioner	Feb 2011	Dec 2012
Climate Commission	Mr Gerry Hueston	M	Commissioner	Feb 2011	Dec 2012
Climate Commission	Professor Lesley Hughes	F	Commissioner	Feb 2011	Dec 2012
Climate Commission	Professor Will Steffen	M	Commissioner	Feb 2011	Dec 2012
National Climate Change Adaptation Research Facility Board	Mr Ian Carruthers	M	Chair	17 June 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Mr Allan Jones	M	Member	17 June 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Ms Amanda McCluskey	F	Member	17 June 2011	30 June 2013
National Climate Change Adaptation Research Facility Board	Ms Stephanie Ziersch	F	Member	17 June 2011	30 June 2013

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 9
Program: Corporate
Division/Agency: CSD
Topic: Grants
Hansard Page EC: Written

Senator Fisher asked:

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

Answer:

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

There was one instance relating to this requirement that was not published within the required timeframe. This grant has since been reported on the Department's website, the details of which are listed below:

Program Title	Sub-Program (if applicable)	Recipient	Value	Purpose	Approval Date	Grant Term	Grant Funding Location
International Climate Change Adaptation Initiative	Pacific Adaptation Strategy Assistance Program	Secretariat of the Pacific Community	\$7,500	Grant for the purposes of conducting a workshop on human health impacts of climate change in the Pacific	11 April 2011	1 month	Noumea, New Caledonia

A list of all grants for the Department can be found at:
www.climatechange.gov.au/about/grants.aspx.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	10
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Freedom of Information		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Has the Department received any advice on how to respond to FOI requests?
2. a) How many FOI requests has the Department received for the year 2010-11?
b) How many have been granted or denied?
3. How many conclusive certificates have been issued in relation to FOI requests for the year 2010-11?
4. a) How many FOI requests has the Department received for this FYTD?
b) How many have been granted or denied?
5. How many conclusive certificates have been issued in relation to FOI requests for this FYTD?

Answer:

1. The Department processes FOI applications in accordance with the *Freedom of Information Act 1982* (FOI Act), FOI Regulations, and the FOI Guidelines available from the Office of the Australian Information Commissioner (OAIC). Departmental representatives have undertaken a range of professional development and training on FOI including attending the FOI Practitioner's Forum hosted by the Australian Government Solicitor and the Information Contact Officer Network meetings hosted by the OAIC.
2. a) In the 2010-11 financial year, the Department:
 - received 114 new FOI applications made under section 15 of the FOI Act;
 - received 6 applications for internal review under section 54 of the FOI Act; and
 - accepted transfer of 11 applications from other Commonwealth agencies under section 16 of the FOI Act.

b) In response to these applications, the Department:

- granted access in full in 19 FOI cases,
- granted partial access in 27 FOI cases, and
- refused access in 18 FOI cases.

During the period:

- 34 applications were withdrawn,
- 33 applications were processed concurrently with other applications, and
- 1 application was transferred to another agency for processing.

During the period the Department received 8 consultation requests from other Commonwealth and State agencies, 7 of which were answered in the period.

3. No conclusive certificates were issued in relation to FOI applications received by the Department in the 2010-11 financial year.

4. a) As at 9 November 2011 in the 2011-12 financial year, the Department has:

- received 744 new FOI applications made under section 15 of the FOI Act; and
- accepted transfer of 1 application from another Commonwealth agency under section 16 of the FOI Act.

b) In response to these applications, the Department has:

- processed 688 applications concurrently with other FOI requests;
- granted access in full in 16 FOI cases;
- granted partial access in 16 FOI cases; and
- refused access in 6 FOI cases.

During the period:

- 7 applications were withdrawn, and
- 5 applications were transferred to other agencies for processing.

During the period the Department received 3 consultation requests from other Commonwealth and state agencies. Three consultation requests were answered in the period.

The remaining 7 cases are still being processed by the Department.

5. No conclusive certificates have been issued in relation to FOI applications received by the Department in the 2011-12 financial year to date.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	11
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Reviews 2010-11		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many Reviews were undertaken by the Department?
2. When will each of these reviews be concluded?
3. What reviews have been concluded?
4. Which of these reviews has been provided to Government?
5. When will the Government be responding to the respective reviews that have been completed?
6. What is the estimated cost of each of these Reviews?

Answer:

1.-6. There are no reviews currently being undertaken by the Department.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	12
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Reviews		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What reviews are planned?
2. When will each of these reviews be concluded?
3. What reviews have been concluded this FYTD?
4. Which of these reviews has been provided to Government?
5. When will the Government be responding to the respective reviews that have been completed?
6. What is the estimated cost of each of these Reviews?

Answer:

There are no reviews currently planned by the Department for the FYTD.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	13
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Consultancies		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many consultancies were undertaken in 2010-11? 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. Were there any changes to any of the Department's tenders in 2010-11? Detail any changes.
3. How many consultancies have been undertaken or are underway this FYTD? 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.
4. Does the Department stand by its current tenders on the Austenders website? Have any changes or corrections been made for any tenders advertised on to Government Tenders website (www.tenders.gov.au) for tenders advertised this financial year? Explain. Are up to date with reporting requirements?
5. 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. All consultancy arrangements are published on AusTender at: www.tenders.gov.au, including the contract value of consultancy arrangements.
2. There were no changes to the Department's tenders in 2010-11.
3. All consultancy arrangements are published on AusTender at: www.tenders.gov.au, including the contract value of consultancy arrangements.

4. Yes, the Department does stand by its current list of tenders on the AusTender website. There were no changes to the Department's tenders for this financial year. The Department is up to date with reporting requirements.
5. The Department will assess business requirements and departmental outcomes on an as needs basis to determine if consultancy services are required.

There are no forecasted consultancies currently published in the Department's Annual Procurement Plan. The Department will utilise existing panel arrangements as required in line with the Commonwealth Procurement Guidelines and the Department's Chief Executive's Instructions.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	14
Program:	Corporate		
Division/Agency:	ASCD		
Topic:	Media Monitoring		
Hansard Page EC:	Written		

Senator Fisher asked:

1.
 - a) What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for the year 2010-11?
 - b) Which agency or agencies provided these services?
 - c) What is the estimated budget to provide these same services for the year 2011-12?
 - d) What has been spent providing these services FYTD?
2.
 - a) What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Department and its agencies for the year 2010-11?
 - b) Which agency or agencies provided these services?
 - c) What is the estimated budget to provide these same services for the year 2011-12?
 - d) What has been spent providing these services FYTD?

Answer:

1.
 - a) The total cost of media monitoring services provided to Minister Combet's Office for the year 2010-11 was \$980.43. The total cost of media monitoring services provided to Parliamentary Secretary Dreyfus' Office was \$298.63.
 - b) On 17 January 2011, an Official Order was enacted with Australian Associated Press Pty Ltd (AAP) as an addition to the Department of the Prime Minister and Cabinet Standing Offer SON183611. Prior to this, media monitoring services were provided by Media Monitors Australia.

- c) Media monitoring activities for parliamentary offices are provided as part of the Department's wider media monitoring contract and receive the same services as the Department (see response below for budget). The contract with AAP allows for a certain number of transcripts and clips to be made available within a set monthly cost. Requests for additional items outside of these set limits are charged to the appropriate offices.
 - d) In the financial year to date (as at 31 October 2011), Minister Combet's Office has been charged \$680.45. Parliamentary Secretary Dreyfus' Office has been charged \$508.31.
- 2.
- a) The total cost of media monitoring services provided to the Department and its agencies for the year 2010-11 was \$353,953.52.
 - b) On 17 January 2011, an Official Order was enacted with AAP as an addition to the Department of the Prime Minister and Cabinet Standing Offer SON183611. Prior to this, media monitoring services were provided by Media Monitors Australia.
 - c) The 2011-12 budget for media monitoring services is \$489,900.
 - d) In the financial year to date (as at 31 October 2011), the Department's expenditure was \$193,153.04.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	15
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Social Media		
Hansard Page EC:	Written		

Senator Fisher asked:

Have there been any changes to Department social media or protocols about staff access and useage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2011? Please explain.

Answer:

The Department developed social media guidelines in July 2011 for users of departmental social media accounts. As at 17 October 2011, there have been no changes to staff access to social media and online forums since May 2011.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	16
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – Hawker Britton		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details.

Answer:

The Department has not employed Hawker Britton in any capacity and is not currently considering employing Hawker Britton.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	17
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – Shannon’s Way		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed Shannon’s Way in any capacity or is it considering employing Shannon’s Way? If yes, provide details.

Answer:

The Department has neither employed nor is considering employing Shannon’s Way at this point in time.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	18
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors - John Utting & UMR Research Group		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details.

Answer:

The Department has neither employed nor is considering employing John Utting & UMR Research Group at this point in time.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	19
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – McCann-Erickson		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details.

Answer:

The Department has not directly employed McCann-Erickson in any capacity. However, the Department's contracted creative agency, Smart, recently merged with McCann-Erickson on 29 September 2011.

It should also be noted that McCann-Erickson is a part of McCann Worldwide, which is the parent company of the Government's centrally-contracted campaign media buying agency, Universal McCann.

As per the *Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies (March 2010)*, the Department is required to use Universal McCann to book all campaign advertising.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	20
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors - Cutting Edge		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details.

Answer:

The Department has not employed Cutting Edge in any capacity and is not currently considering employing Cutting Edge.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	21
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – Ikon Communications		
Hansard Page EC:	Written		

Senator Fisher asked: Has the department ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details.

Answer:

The Department has neither employed nor is considering employing Ikon Communications at this point in time.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	22
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors - CMAX Communications		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details

Answer:

The Department has neither employed nor is considering employing CMAX Communications at this point in time.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	23
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – Boston Consulting Group		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details.

Answer:

The Department has neither employed nor is considering employing Boston Consulting Group at this point in time.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	24
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Contractors – McKinsey & Company		
Hansard Page EC:	Written		

Senator Fisher asked:

Has the department ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.

Answer:

The Department has not employed McKinsey & Company in any capacity and is not currently considering employing McKinsey & Company.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 25
Program: Corporate
Division/Agency: CSD
Topic: Discretionary Grants
Hansard Page EC: Written

Senator Fisher asked:

1. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants for the year 2010-11? Please provide details of the recipients, the intended use of the grants and what locations have benefited from the grants.
2. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants FYTD? Please provide details of the recipients, the intended use of the grants and what locations have benefited from the grants.
3. Has the Department complied with interim requirements relating to the publication of discretionary grants?

Answer:

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

There was one instance relating to this requirement that was not published within the required timeframe. This grant has since been reported on the Department's website, the details of which are listed below:

Program Title	Sub-Program (if applicable)	Recipient	Value	Purpose	Approval Date	Grant Term	Grant Funding Location
International Climate Change Adaptation Initiative	Pacific Adaptation Strategy Assistance Program	Secretariat of the Pacific Community	\$7,500	Grant for the purposes of conducting a workshop on human health impacts of climate change in the Pacific	11 April 2011	1 month	Noumea, New Caledonia

A list of all grants for the Department of Climate Change and Energy Efficiency can be found at: www.climatechange.gov.au/about/grants.aspx.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	26
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Commissioned Reports - 2010-11		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many Reports have been commissioned by the Government in your portfolio for the year 2010-11?
2. Please provide details of each report including:
 - a) date commissioned;
 - b) date report handed to Government;
 - c) date of public release;
 - d) Terms of Reference; and
 - e) Committee members.
3. How much did each report cost?
4. How many departmental staff were involved in each report and at what level?
5. What is the current status of each report?
6. When is the Government intending to respond to these reports?

Answer:

1. During the 2010-11 financial year the portfolio was commissioned to undertake one report.
2. Please refer to Table 1 below.
3. \$1,586,000 (Suppliers - \$497,000; salaries - \$872,000; travel - \$236,000).

4. 16 staff worked on this report:
 - SESB3 x 1.5
 - SESB1 x 1.5
 - EL2 x 4
 - EL1
 - APS6 x 5
 - APS5 x 2
 - APS3
5. The report is complete.
6. The Government will not respond to this report. The Government announced the Clean Energy Future package on 10 July 2011.

Table 1

Date commissioned	Date report handed to Government	Date of public release	Terms of Reference	Committee Members
November 2010	31 May 2011	31 May 2011	<p>The Review Update will update elements of the Climate Change Review where: significant changes have occurred, or the sum of expert knowledge has increased since the original analysis for the 2008 Review was undertaken; and where such changes or improvements in expert knowledge could have significant implications for the key findings and recommendations of the 2008 Review, such that they should be updated.</p> <p>The Review Update should consider:</p> <ul style="list-style-type: none"> - international developments on climate change mitigation efforts; - developments in climate change science, and understanding of climate change impacts; - previous proposals to develop a carbon price in Australia, and the ensuing public debate; - domestic and international emissions trends; changes in low emissions technology costs and availability; the potential for abatement within the land sector; and - developments in the Australian electricity market. <p>Throughout the Review Update, consultation with key stakeholders will be required to understand views and inform analysis.</p> <p>A series of publicly released papers is to be prepared between November 2010 and March 2011. A final report is to be presented to the Government by 31 May 2011. The Report will embody the independent judgments of its author</p>	Not applicable

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	27
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Commissioned Reports - FYTD		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many Reports have been commissioned by the Government in your portfolio FYTD?
2. Please provide details of each report including:
 - a. date commissioned;
 - b. date report handed to Government;
 - c. date of public release;
 - d. Terms of Reference; and
 - e. Committee members.
3. How much did each report cost/or is estimated to cost?
4. How many departmental staff were involved in each report and at what level?
5. What is the current status of each report?
6. When is the Government intending to respond to these reports?

Answer:

The Government has not commissioned the portfolio to undertake any reports in the financial year to date.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 28
Program: Corporate
Division/Agency: CSD
Topic: Government Payment of Accounts -
2010-11
Hansard Page EC: Written

Senator Fisher asked:

1. For the year 2010-11, did the Department pay 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, and 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, was interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
3. Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

1. For the 2010-11 financial year the Department paid 97 per cent of those accounts within 30 days.

The following table summarises the timing of consultancy and contractor payments for the 2010-11 financial year.

	Less than 30 days	Between 30 & 45 days	Between 45 & 60 Days	Greater than 60 days	TOTAL
Invoices	1629	39	15	0	1683
%	97%	2%	1%	0%	100%

The invoices paid after 30 days resulted from invoices being contested, issued by the vendor prior to final delivery of the goods/services, or due to administrative oversight.

- 2-3. The Department has not paid late fees or interest on the invoices paid outside the standard government payment terms during 2010-11.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 29
Program: Corporate
Division/Agency: CSD
Topic: Government Payment of Accounts -
FYTD
Hansard Page EC: Written

Senator Fisher asked:

1. For the FYTD, has the Department paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)? If not, why not, and 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 the portfolio/department agency 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. For the financial year to date (1 July 2011 to 15 November 2011) the Department paid 89.5 per cent of those accounts within 30 days.

The following table summarises the timing of consultancy and contractor payments for the period 1 July 2011 to 15 November 2011.

	Less than 30 days	Between 30 & 45 days	Between 45 & 60 Days	Greater than 60 days	TOTAL
Invoices	254	19	8	6	287
%	88.5%	6.6%	2.8%	2.1%	100%

The invoices paid after 30 days resulted from invoices being contested, issued by the vendor prior to final delivery of the goods/services, or due to administrative oversight.

2-3. The Department has not paid late fees or interest on the invoices paid outside the standard government payment terms during the period 1 July 2011 to 15 November 2011.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	30
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Government Stationery Requirements		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) in 2010-11?
2. What is the estimated cost for 2011-12?

Answer:

1. The Department spent \$44,586 on stationery items such as paper and office requisites for the Ministers and the Parliamentary Secretaries in the 2010-11 financial year.
2. The Department expects the cost for the 2011-12 financial year to be similar to the cost incurred in 2010-11.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	31
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Media Subscriptions		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Does your Department subscribe to pay TV (for example Foxtel)?
 - a. If yes, please provide the reason why, the cost and what channels.
 - b. What was the cost for 2010-11?
 - c. What is the estimated cost for 2011-12?

2. Does your Department subscribe to newspapers?
 - a. If yes, please provide the reason why, the cost and what newspapers.
 - b. What was the cost for 2010-11?
 - c. What is the estimated cost for 2011-12?

3. Does your Department subscribe to magazines?
 - a. If yes, please provide the reason why, the cost and what magazines.
 - b. What was the cost for 2010-11?
 - c. What is the estimated cost for 2011-12?

Answer:

1. The Department subscribes to pay TV for the purpose of viewing and monitoring live news to be abreast of current issues as they occur. The channels subscribed to are Sky News Australia and Sky News Business.

The cost to subscribe to pay TV for the 2010-11 financial year was \$6,686.
The Department expects the cost for 2011-12 financial year to be similar to the cost incurred in 2010-11.

2. The Department subscribes to newspapers in order to keep up to date with current events that may impact on the Department. The Department regularly subscribes to the following newspapers:

- The Financial Review;
- The Australian;
- The Daily Telegraph;
- The Canberra Times;
- The Age; and
- The Sydney Morning Herald.

The cost of newspapers for the 2010-11 financial year was \$39,508.

The Department expects the cost for 2011-12 financial year to be similar to the cost incurred in 2010-11.

3. The Department does subscribe to magazines for the purpose of keeping abreast of current events that may have an impact on the Department. The magazines subscribed to during the 2010-11 financial year are as follows:

- Alternative Technology;
- Harvard Business Review;
- Nature publishing;
- New Energy;
- New Scientist;
- American Association for Advancement of Science; and
- The Economist.

The cost of these magazine subscriptions was \$7,652.44 for the 2010-11 financial year.

The Department expects the cost for 2011-12 financial year to be similar to the cost incurred in 2010-11.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	32
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel Costs – 2010-11 – Minister and Parliamentary Secretary		
Hansard Page EC:	Written		

Senator Fisher asked:

1. For the year 2010-11, please detail all travel (itemised separately,) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
2. For the year 2010-11, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
3. For the year 2010-11, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

Answer:

1. Departments do not capture information about travel costs by ministers, parliamentary secretaries and *Members of Parliament Act* staff as these arrangements are administered by the Department of Finance and Deregulation.
2. See response to part 1.
3. The total cost for departmental officers that accompanied the Minister and the Parliamentary Secretary on their travel for the year 2010-11 is \$24,720.85.

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

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	33
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel Costs – 2010-11 - Departmental		
Hansard Page EC:	Written		

Senator Fisher asked:

For the year 2010-11, please detail all travel (itemised separately) undertaken by employees of the department. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

Answer:

The total cost for all travel undertaken by employees of the Department for the year 2010-11 is \$4,651,558.

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

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	34
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel Costs - FYTD - Minister and Parliamentary Secretary		
Hansard Page EC:	Written		

Senator Fisher asked:

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

Answer:

1. Departments do not capture information about travel costs by ministers, parliamentary secretaries and *Members of Parliament (Staff) Act (MoPS)* staff as these arrangements are administered by the Department of Finance and Deregulation.
2. See response to part 1.
3. The total cost for departmental officers that accompanied the Minister and Parliamentary Secretary on their travel for the FYTD is \$8,387.32.

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

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	35
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Travel Costs – FYTD – Departmental		
Hansard Page EC:	Written		

Senator Fisher asked:

For the year FYTD, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – such as business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

Answer:

The total cost for all travel undertaken by employees of the Department for the FYTD is \$1,421,804.

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

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	36
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Legal Costs - 2010-11		
Hansard Page EC:	Written		

Senator Fisher asked:

1. What sum did the Department spend on legal services for the year 2010-11 within the department? Please provide a list of each service and costs.
2. What sum did the Department spend on legal services for the year 2010-11 from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did the Department spend on legal services for the year 2010-11 from private firms? Please provide a list of each service and costs.
4. What sum did the Department spend on legal services for the year 2010-11 from other sources? Please provide a list of each service and costs.

Answer:

1. The Department spent \$2,017,643 (GST inclusive) on internal legal services during the 2010-11 financial year. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each legal service would be an unreasonable diversion of government resources. In addition, internal legal advice is provided by the Department's Legal Services Branch. The Legal Services Branch does not charge for legal advice provided, nor estimate the commercial value of legal advice provided.
2. The Department spent \$2,221,340 (GST inclusive) on legal services from the Australian Government Solicitor during the 2010-11 financial year. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.

3. The Department spent \$1,236,241 (GST inclusive) on legal services from private law firms during the 2010-11 financial year. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.
4. The Department spent \$36,112 (GST inclusive) on legal services from other sources during the 2010-11 financial year. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.

Note: These figures are calculated in accordance with the Office of Legal Services Coordination Guidance Note No. 8 for the reporting of legal services expenditure.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	37
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Legal Costs – FYTD		
Hansard Page EC:	Written		

Senator Fisher asked:

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

Answer:

As at 28 November 2011:

1. The Department spent \$1,047,929 on internal legal services from 1 July 2011 to 28 November 2011. This figure does not include direct and indirect employee overhead. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each legal service would be an unreasonable diversion of government resources. In addition, internal legal advice is provided by Department of Climate Change and Energy Efficiency (DCCEE) legal. DCCEE legal does not charge for legal advice provided, nor estimate the commercial value of legal advice provided.
2. The Department spent \$894,198 on legal services from the Australian Government Solicitor from 1 July 2011 to 28 November 2011. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.

3. The Department spent \$79,353 on legal services from private firms from 1 July 2011 to 28 November 2011. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.
4. The Department spent \$70,561 on legal services from other sources from 1 July 2011 to 28 November 2011. To require the Department to review all of its legal services and legal services expenditure over this period in order to ascertain the nature and cost of each service would be an unreasonable diversion of government resources.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	38
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Education Expenses - 2010-11		
Hansard Page EC:	Written		

Senator Fisher asked:

For the year 2010-11, detail all education expenses (i.e. in house courses and tertiary studies) for the Department. Include what type of course, the total cost, cost per participant, how many participants and the amount of study leave granted to each participant.

Answer:

The Department of Climate Change and Energy Efficiency has advised that:

- The Department spent around \$1.15 million on education expenses in 2011-11. This figure represents in-house learning and development programs, leadership programs, studies assistance and associated training.
- The Department approved 5742.5 hours of study leave as part of the Department's Studies Assistance Program in 2010-11.
- Table 1 lists each in-house course and numbers of participants.
- Table 2 lists each course of study supported by the Department and the number of participants. Not all courses listed are funded by the Department, as support includes instances where staff members were awarded study leave to undertake the course, and not necessarily financial assistance.

Table 1 – In-House Learning and Development Programs 2010 -2011

Learning and Development Program	Number of staff
Advanced Influencing and Negotiation Skills	16
Advanced APS Writing Skills	32
APS Job Application and Interview Skills	95
APS Level Leadership	70
Climate Change 101	25
Critical Thinking	36
Economics for Non-Economists	15
Executive Level Applications and Interview Skills	29
Executive Level Policy Advising Master	22
Executive Level 2 Leadership Development Program	93
Essential Writing	48
Getting Bills Through the Senate	15
Getting that Selection Right	33
Influencing and Negotiation Skills	60
Influencing and Relationship Building	13
Introduction to APS Writing	20
Introduction to Policy Advice	38
Legislation and APS Decision Making	17
Media Awareness Training	46
PDF Information Session	459
Procurement 101	199
Program Management in a Policy Context	14
Project Management Expertise	58
Protective Security	826
TechOne – Procure to Pay	21
TechOne – Reports and Enquiries	37
Security Essentials	142
Shaping Strategic Thought	29
Staff Induction	196
Stakeholder Engagement Introduction	31
Strategic Thinking	60
Understanding Your Public Accountabilities	43
Total	2,838

Table 2 – Studies assistance provided to departmental staff in 2010-11

Course of study	Number of staff attended
Advanced Diploma – Accounting	1
Advanced Diploma of Human Resources	1
Advanced Diploma of PR	1
Advanced Taxation	1
Bachelor Animal Science and Veterinary	1
Bachelor Arts/Bachelor Law	1
Bachelor of Arts and Production (Web Design and Production)	1
Bachelor of Business Administration (HRM)	1
Bachelor of Communications	1
Bachelor of Engineering	1
Bachelor of Media Arts and Productions	1
Bachelor of Public Relations	1
Bachelor of Science and Law	1
Bachelor of Science in Psychology	1
Bachelor of Sports Media	1
Certificate III in Financial Services – Computing for Accounting	1
Certificate IV Records Management	1
Certificate IV Training and Assessment	1
Charles Sturt University – Graduate Diploma in Psychology	1
CIT Certificate IV in Government	1
Cert IV in Government (Finance Services)	2
Cert IV in Government (Project Management)	2
Climate Change Economics	1
Climate Change Law	1
Master of International and Community Development	1
Diploma of Government	1
Graduate Certificate in Information Systems	1
Graduate Certificate in Project Management	1
Graduate Diploma Environment	1
Graduate Diploma in Education	1
Graduate Diploma in Legal Practice	1
Graduate Certificate in Management (Professional Practice)	1
Graduate Certificate in Professional Accounting	1
Graduate Certificate in Professional Writing	1
Honours in Creative Communication	1
Introduction to Economics	1
Master of Applied Finance	1
Master of Business Administration	1
Master of Environment	1
Master of Management	1
Master of Regulatory Studies	1
Master of Social Change and Development	1

Course of study	Number of staff attended
Master of Strategic Communication	1
Master of National Forestry	1
Postgraduate Diploma in Public Policy	1
Postgraduate Diploma in Energy and the Environment	1
Principles of International Law	1
Bachelor of Science	2
Certified Practising Accountants	2
Master of Environmental Law	2
Bachelor of Arts	3
Bachelor of Commerce	3
Cert IV Human Resources	3
Graduate Diploma in Economic Studies	3
Graduate Diploma in Legal Practice	3
Master of Environmental Management and Development	3
Master of Public Policy	6
Master of Climate Change	7
Total	86

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	39
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Education Expenses – FYTD		
Hansard Page EC:	Written		

Senator Fisher asked:

For the FYTD, detail all education expenses (i.e. in house courses and tertiary studies) for the Department. Include what type of course, the total cost, cost per participant, how many participants and the amount of study leave granted to each participant.

Answer:

The Department of Climate Change and Energy Efficiency advises that:

- As at 7 November 2011, the Department has spent around \$433,000 on education expenses in 2011-12. This figure represents in-house learning and development programs, leadership programs, studies assistance and associated training.
- The total number of study leave hours that have been approved through the department's study leave policy year to date is 1793.5 hours.
- Table 1 lists each in-house course and numbers of participants.
- Table 2 lists each course of study supported by the Department and the number of participants. Not all courses listed are funded by the Department, as support includes instances where staff members were awarded study leave to undertake the course, and not necessarily financial assistance.

Table 1 – In-House Learning and Development Programs for 2011 -12, as at 7 November 2011

Learning and Development Program	Number of staff attending
Advanced Influencing and Negotiation Skills	9
Advanced Stakeholder Skills	30
APS Job Application and Interview Skills	20
APS Level Leadership	16
Certificate of Compliance	20
Conflict Resolution	7
Giving and Receiving Feedback	43
Influencing and Negotiation Skills	13
Influencing and Relationship Building	13
Introduction to APS Writing	13
Introduction to Policy Advice	14
Legislation and APS Decision Making	22
Microsoft Office Skills	36
Marketing yourself into an Executive Level Position	28
Procurement 101	29
Program Management in a Policy Context	13
TechOne – Procure to Pay	51
TechOne – Reports and Enquiries	29
Security Essentials	41
Shaping Strategic Thought	11
Staff Induction	91
Stakeholder Engagement Introduction	13
Strategic Thinking	25
Understanding Your Public Accountabilities	20
Total	607

Table 2 – Studies assistance provided to DCCEE staff in 2011-12, as at 7 November 2011

Course of study	Number of staff
Master of Public Policy	3
Graduate Diploma – Economic Studies	2
Certificate III – Accounts Administration	1
Bachelor of Public Relations	1
Graduate Diploma – Psychology	1
Master of National Forestry	1
Master of Business Administration	1
Master of Environmental Management	2
Bachelor of Languages	1
Master of International and Community Development	1
Master of Regulatory Studies	1
Bachelor of Business Administration	1
Master of Environmental Law	1
Master of Climate Change	3
Bachelor of Science	2
Graduate Diploma – Professional Writing	1
Diploma – Spatial Information Services	1
Master of Management	1
Bachelor of Arts	1
Bachelor of Applied Anthropology and Participatory Development	1
Bachelor of Applied Science	1
Bachelor of Commerce	1
Post Graduate Diploma – Environment	1
Bachelor of Media Arts Production	1
Master of Social Change and Development	1
Master of Social Research	1
Master of Environment and Resource Economics	1
Advanced Diploma – Library and Information Services	1
Total	35

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

Budget Estimates 2011-2012, May 2011

Answers to questions on notice

Climate Change and Energy Efficiency portfolio

Outcome:	1	Question No:	40
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Executive Coaching and Leadership Training		
Hansard Page EC:	Written		

Senator Fisher asked:

In relation to the purchase of executive coaching and/or other leadership training services purchased by the Department, please provide the following information for the year 2010-11:

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
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
- 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 department or agency 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
- iv. Any costs the department or agency incurred to use the location

Answer:

1. The Department's human resources data indicates the total spending on executive coaching and/or other leadership training services purchased by the Department for 2010-11 is \$347,260.
2. - 4. Table 1 provides details of the Departments human resources data on the services purchased for executive coaching and other leadership training services in 2010-11.

Table 1: Details of the Department's executive coaching and other leadership training services in 2010-11

Service	One-on-one or group based	Location	No. of employees	Total hours	Cost	Description of costs	Location cost component
Executive Coaching	Group	Cameron and Associates Forrest	3	45	\$11,049	Complete package – coaching	Nil
Executive Coaching	One-on-one	Various	2	11.5	\$2,667	Complete package – coaching	Nil
EL2 Leadership Program (five courses)	Group	Peppers Craigieburn, Bowral	17-22 per course (93 in total)	1,816	\$241,578	Complete package – training, accommodation/venue, hospitality, training materials	\$60,580
APSC Leadership Development Course – APS 3-6	Group	Clifton's Training Venue, Canberra	13 – 28 per course (70 in total)	560.5	\$54,791	Complete package – training, training materials	\$3,096
Executive Impact Course – Centre for Public Management	Group	The Briar's Inn, Bowral	1	14	\$1,780	Complete package – training, training materials, hospitality	Included in course cost
Leading Small Teams	Group	APSC Phillip	1	15	\$1,245	Complete package – training, training materials, hospitality	Nil

APSC SES Band 1 Transforming Leadership Program	Group	Peppers Craigieburn, Bowral	1 x SES B1	21	\$7,985	Complete package – training, accommodation, hospitality, training materials	Included in course cost
Career Development Assessment Centre	Group	APSC Phillip	1 x EL2	21	\$12,500	Complete package – training, hospitality, training materials	Nil
APSC EL1 Leadership	Group and one-on-one	Residential Bowral	1 x EL1	21	\$4,290	Complete package – training, accommodation, hospitality, training materials	Included in course cost
Executive Coaching Strategic Pathways	One-on-one	Off-site	1 x EL2	3	\$1,350	Complete package – coaching	Nil
Executive Coaching Yellowedge	One-on-one	Off-site	1 x EL2	7	\$2,250	Complete package – coaching	Nil
Executive Coaching Adept Career Move	One-on-one	Off-site	1 x APS5 1 x SES B1	-	\$1,900	Complete package – coaching	Nil
Executive Coaching Tempo (PALM)	One-on-one	Off-site	1 x SES B1	-	\$850	Complete package – coaching	Nil
Executive Coaching Directions for Change	One-on-one	Off-site	1 x SES B1 1 x EL2	7	\$1,755	Complete package – coaching	Nil
Executive Coaching Adept Career Move	One-on-one	Off-site	1 x EL2 1 x SES B1	-	\$1,270	Complete package – coaching	Nil

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

Budget Estimates 2011-2012, May 2011

Answers to questions on notice

Climate Change and Energy Efficiency portfolio

Outcome:	1	Question No:	41
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Executive Coaching and Leadership Training		
Hansard Page EC:	Written		

Senator Fisher asked:

In relation to the purchase of executive coaching and/or other leadership training services purchased by the Department, please provide the following information for the year FYTD:

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
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
- 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 department or agency 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
- iv. Any costs the department or agency incurred to use the location

Answer:

1. The Department's total spending on executive coaching and/or other leadership training services purchased for the financial year to date is \$121,862.
2. - 4. Table 1 provides details of the Department's human resources data on the services purchased for executive coaching and other leadership training services in 2011-12.

Table 1: Details of the Department's executive coaching and other leadership training services for the financial year to date – as at 14 November 2011.

Service	One-on-one or group based	Location	No. of employees	Total hours	Cost	Description of costs	Location cost component
APSC EL1 Leadership	Group and one-on-one	Bowral	2 x EL1	42	\$8,580	Complete package – training, accommodation, hospitality, training materials	Included in course cost
Executive Coaching Executive Central	One-on-one	Off-site	3 x EL2 1 x SESB1 1 x SESB2	125	\$57,875	Complete package – coaching	Nil
Executive Coaching Strategic Pathways	One-on-one	Off-site	1 x EL2	2	\$900	Complete package – coaching	Nil
Executive Coaching VT Coach	One-on-one	Off-site	1 x EL2	1	\$618	Complete package – coaching	Nil
Executive Coaching Yellowedge	One-on-one	Off-site	1 x EL2 1 x APS6	4	\$1,350	Complete package – coaching	Nil
Career Development Assessment Centre	Group	APSC Phillip	1 x EL2	21	\$12,500	Complete package – training, hospitality, training materials	Nil
ANZSOG Executive Fellows Program	Group	Off-Site	1 x SES B2	Ongoing course	\$25,000	Training, hospitality, training materials	Included in course cost
APSC EL1 Leadership	Group and one-on-one	Bowral	1 x EL1	21	\$3,900	Complete package – training, accommodation, hospitality, training	Included in course cost

Service	One-on-one or group based	Location	No. of employees	Total hours	Cost	Description of costs	Location cost component
						materials	
APS Leadership Moz Consulting	Group and one-on-one	On-site	18 x APS4-6	135	\$11,139	Complete package – training, hospitality, training materials	Included in course cost

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	42
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Paid Parental Leave		
Hansard Page EC:	Written		

Senator Fisher asked:

1. Please list how many staff in the Department are eligible to receive payments under the Government's Paid Parental Leave scheme?
2. For the year 2010-11 list did the Department provide payments under the Government's Paid Parental Leave scheme? Please list how many staff are in receipt of these payments.
3. For the FYTD list is/has the Department providing/provided its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff are in receipt of these payments.

Answer:

1. Eligibility for payments under the Government's Paid Parental Leave Scheme is based on an individual's personal circumstances and is determined by the Family Assistance Office. Thirteen employees have registered for payments under the Government's Paid Parental Leave Scheme.
2. In 2010-11, the Department of Climate Change and Energy Efficiency provided Government Paid Parental Leave payments to two staff members.
3. For the FYTD the Department of Climate Change and Energy Efficiency has provided Government Paid Parental Leave payments to five staff members.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	43
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Training for Portfolio Minister and Parliamentary Secretaries		
Hansard Page EC:	Written		

Senator Fisher asked:

How much is spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.

Answer:

The Minister and Parliamentary Secretary do not fall within the employment pay and conditions of the Department.

The Department does not budget, or financially account, for the Minister's or Parliamentary Secretary's training expenses.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	44
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Corporate Cars		
Hansard Page EC:	Written		

Senator Fisher asked:

1. How many cars are owned by the Department?
2. Where is/are the car/s located?
3. What is/are the car/s used for?
4. What was the cost of each car for 2010-11?
5. How far did each car travel in 2010-11?

Answer:

The Department does not own any cars.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	45
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Taxi Costs		
Hansard Page EC:	Written		

Senator Fisher asked:

How much did the Department spend on taxis in 2010-11? Provide a breakdown of each business group in the Department.

Answer:

Total expenditure for the Department on taxis for the financial year 2010-2011 was \$198,687. Expenditure per business group was as follows:

Group	
Adaptation, International and Regulatory Group	\$51,398
Energy, Safety and Corporate Group	\$115,031
Frameworks Group	\$32,257
Departmental Total	\$198,686

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

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

Senator Fisher asked:

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

Answer:

1. As at 27 October 2011, the Department has issued corporate credit cards to 104 staff. The classification of staff with corporate credit cards ranges from APS 4 to APS 6; Executive Level 1 and 2; and Senior Executive Service (SES). The majority of cards are held by the Executive Level and SES staff.
2. In the event that a credit card is misused, the officer is required to explain their actions to their manager and the Chief Financial Officer and repay the amount charged to the card. If it is considered appropriate by the Chief Financial Officer, the credit card would be cancelled and the matter referred to the Department's fraud officer. Depending on the circumstances, disciplinary action may be considered as appropriate under the *Public Service Act* and *Financial Management and Accountability Act*.

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

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

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

Senator Fisher asked:

1. What was the cost of Ministers travel and expenses for the Community Cabinet meetings held for the year 2010-11? How many Ministerial Staff travelled with the Minister for the Community Cabinet meetings for the year 2010-11? What was the total cost of this travel?
2. How many Departmental officers travelled with the Minister for the Community Cabinet meetings for the year 2010-11? What was the total cost of this travel?
3. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for the year 2010-11?
4. What was the cost of Ministers travel and expenses for the Community Cabinet meetings held this FYTD?
5. How many Ministerial Staff travelled with the Minister for the Community Cabinet meetings held this FYTD? What was the total cost of this travel?
6. How many Departmental officers travelled with the Minister for the Community Cabinet meetings held this FYTD? What was the total cost of this travel?
7. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings held this FYTD?

Answer:

There were four Community Cabinet meetings in the 2010-11 financial year; Redcliffe in December 2010, Fremantle in March 2011, Modbury Heights in May 2011 and Palmerston in June 2011. This current financial year to 30 September 2011, there was one Community Cabinet meeting; Yeronga in September 2011.

The meeting attendance costs of the Minister for Climate Change and Energy Efficiency, the Hon Greg Combet AM MP (the Minister), or the Parliamentary Secretary for Climate Change and Energy Efficiency, the Hon Mark Dreyfus QC MP (the Parliamentary Secretary), and their staff were met by the Department of Finance and Deregulation. The Department of Climate Change and Energy Efficiency has no involvement in the travel arrangements for the either the Minister or Parliamentary Secretary or their staff.

The Department sent one senior departmental officer to accompany either the Minister or Parliamentary Secretary to each meeting. A table of travel costs for the senior departmental officer accompanying either the Minister or Parliamentary Secretary is below.

Senior Departmental Officer Travel Costs

Location / Meeting Date	Travel costs
<i>2010-11 Financial Year</i>	
Redcliffe Peninsula (QLD) – 2 December 2010	\$1,198.54
Fremantle (WA) – 30 March 2011	\$4,104.40
Modbury Heights (SA) – 19 May 2011	\$2,692.00
Palmerston (NT) – 30 June 2011	\$4,626.39
Total	\$12,621.33
<i>Current Financial Year to 30 September 2011</i>	
Yeronga (QLD) – 1 September 2011	\$1,433.75
Total	\$1,433.75

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	192
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Overseas Travel		
Hansard Page EC:	Written		

Senator Birmingham asked:

For financial year 2010-11:

1. How many Department staff travelled overseas? Please detail by staff member, including their name and position and their total travel expenses. How many staff travelled first class? How many staff travelled business class?
2. What was the total cost of overseas travel for the Department? Please include a list of all international travel itemised by trip, detailing the number of Departmental staff involved and the cost of each trip including the total amounts spent on accommodation and meals, cities or other destinations visited, the purpose of the travel and any specific outcomes achieved.
3. What was the total amount spent by the Department on overseas accommodation and meals?
4. How many staff travelled interstate?
5. What was the total accommodation and meals bill for staff travelling interstate over the past year?
6. How many future overseas trips is the Department currently planning?

Answer:

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

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

1. In the 2010-11 financial year, 97 departmental staff members travelled overseas. Of these, one travelled first class and 96 travelled business class (the first class upgrade was at no cost to the Department).

2. The total cost of overseas travel for the Department for the financial year 2010-11 was \$3,043,884. Breakdowns of the international spend are provided below:

International Travel	
Airfares	\$2,231,020
Travel allowances for meals and incidentals	\$812,864
Total	\$3,043,884

3. The total amount spent by the Department on overseas accommodation and meals was \$812,864.00.
4. There were a total of 509 departmental staff members who travelled interstate in the 2010-11 financial year.
5. The total amount spent by the Department on interstate accommodation and meals was \$717,045.00.
6. The Department is currently planning 25 overseas trips.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 193
Program: Corporate
Division/Agency: CSD
Topic: Training
Hansard Page EC: Written

Senator Birmingham asked:

Please detail all staff training programs for which the Department paid in financial year 2010-11, including costs, numbers of participants, the title of each training program and the name of each training provider.

Answer:

The Department's human resources data indicates:

- The Department spent around \$1.15 million on education expenses in 2010-11. This figure represents in-house learning and development programs, leadership programs, studies assistance and associated training.
- The following table provides details of each in-house course conducted by the Department in 2010-11, including the course provider and numbers of participants. In total 2,838 staff attended in-house training in 2010-11.

Learning and development program	Number of staff	Course provider
Advanced Influencing and Negotiation Skills	16	Talkforce Consultants and Trainers
Advanced APS Writing Skills	32	Anne Jenkin and Associates
APS Job Application & Interview Skills	95	Australian Public Service Commission
APS Level Leadership	70	Moz Consulting
Climate Change 101	25	Australian National University
Critical Thinking	36	Interaction Consulting
Economics for Non-Economists	15	Internal Facilitator
Executive Level Applications & Interview Skills	29	Australian Public Service Commission
Executive Level Policy Advising Master	22	Internal Facilitator
Executive Level 2 Leadership Development Program	93	People and Strategy
Essential Writing	48	Anne Jenkin and Associates

Getting Bills Through the Senate	15	The Senate
Getting that Selection Right	33	Australian Public Service Commission
Influencing and Negotiation Skills	60	Talkforce Consultants and Trainers
Influencing and Relationship Building	13	John Robinson Consulting Services
Introduction to APS Writing	20	Anne Jenkin and Associates
Introduction to Policy Advice	38	Greg Smith
Legislation and APS Decision Making	17	Shane Carroll and Associates
Media Awareness Training	46	Laurie Wilson
PDF Information Session	459	Moz Consulting
Procurement 101	199	Internal Facilitator
Program Management in a Policy Context	14	People and Strategy
Project Management Expertise	58	Tempo Strategies
Protective Security	826	Internal Facilitator
TechOne – Procure to Pay	21	Internal Facilitator
TechOne - Reports and Enquiries	37	Internal Facilitator
Security Essentials	142	Internal Facilitator
Shaping Strategic Thought	29	Delaney Foresight Associates
Staff Induction	196	Internal Facilitator
Stakeholder Engagement Introduction	31	Effective People
Strategic Thinking	60	Delaney Foresight Associates
Understanding Your Public Accountabilities	43	Effective People
Total	2,838	

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 194
Program: Corporate
Division/Agency: ASCD
Topic: Advertising
Hansard Page EC: Written

Senator Birmingham asked:

Please detail all advertising expenditure in financial year 2010-11 by campaign, including the campaign's purpose, total cost (including campaign research and design) and media (i.e. print, radio, TV etc) involved. In each case, if the campaign was part of a broader strategy, what other communications activities were undertaken and at what cost? Please provide a similar breakdown on budgeted future spending.

Answer:

The Department did not run any climate change advertising campaigns during the 2010-11 financial year. However, development of the Clean Energy Future advertising campaign (launched 17 July 2011) was undertaken in 2010-11.

In 2010-11, a total of \$3,067,535.16 excluding GST was spent on development of the Clean Energy Future advertising campaign.

An outline of incurred expenditure and budgeted expenditure for the Clean Energy Future advertising campaign and supporting communication activities is provided in the table below.

Clean Energy Future communication and campaign expenditure (GST exclusive)		
	Expenditure 2010-11	Planned Future Expenditure as at 1 July 2011
Advertising Campaign	\$3,067,535.16	\$16.65 million
Market Research	\$667,956.88	
Creative Development	\$2,338,835.36	
Pitch Fees	\$45,340.18	
Consultants	\$15,402.74	
Direct Mail out	\$1,080,000	\$2.8 million
Paper supply	\$1,080,000	

Discretionary Grants Program	\$284,970.91	\$1.58 million
Climate Change Grants Program	\$ -	\$3 million
Clean Energy Future Website	\$321,308.30	\$0.83 million
Development	\$295,487.30	
Content	\$25,821.00	
Community Engagement Activities	\$137,869.19	\$2.79 million
National Schools Competition	\$35,000.86	
Australian Football League	\$80,000.00	
Contractors	\$5,670.77	
HRG	\$5,540.56	
Call Centre Services	\$11,657.00	

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	195
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Consultants		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please provide a breakdown by category (e.g. legal advice) of total costs paid to external consultants. For all payments in excess of \$10,000, please itemise and detail the name of the consultant, work undertaken and the total payments made to the consultant.

Answer:

All consultancy arrangements valued at \$10,000 and above are published on AusTender at www.tenders.gov.au, including the contract value of consultancy arrangement, name of consultant and description of services undertaken.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	196
Program:	Corporate		
Division/Agency:	CSD		
Topic:	Conferences		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please detail any overseas international conferences partly or fully funded by the Department in financial year 2010-11.

For each conference fully funded please identify:

- a. the venue;
- b. the reason for each conference;
- c. the number of registered participants;
- d. whether consultancy fees were paid for organisation of the conference;
- e. to whom were any consultancy fees paid; and
- f. the cost of each consultancy?

Answer:**International Conference Funded by the Department in 2010-11:**

The Venue	Reason for Each Conference	No of Registered Participants	Whether Consultancy fees were paid for organisation of the Conference	To whom were any consultancy fees paid	Cost of Each Consultancy
Taj Palace Hotel, New Delhi (3-5 February 2011)	India Event Sponsorship, funding contribution for Delhi Sustainable Development Summit facilitated a global forum aimed at discussion on providing long-term solutions for sustainable development. Australia not the sole funder.	900	N/A	N/A	N/A
Tanoa Tusitala Hotel, Apia, Samoa.	The conference brought together experts and practitioners in climate change adaptation and disaster risk reduction from 27 countries in the Pacific, Indian Ocean and Caribbean regions to share lessons learned, good practice and identify future priorities for Small Island Developing States.	140	N/A	N/A	N/A

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	197
Program:	Corporate		
Division/Agency:	LSB		
Topic:	Freedom of Information		
Hansard Page EC:	Written		

Senator Birmingham asked:

For both calendar year 2011 to date and financial year 2010-11, how many Freedom of Information applications have been received? Please provide breakdowns of the numbers of applications granted in full, granted in part, refused, withdrawn and still being processed. For those withdrawn, please provide a further breakdown indicating whether the application was withdrawn before or after the applicant was notified of estimated costs.

Answer:

1. In the 2010-11 financial year, the Department:

- received 114 new FOI applications made under section 15 of the *Freedom of Information Act 1982* (FOI Act);
- received six applications for internal review under section 54 of the FOI Act; and
- accepted transfer of 11 applications from other Commonwealth agencies under section 16 of the FOI Act.

In response to these applications, the Department:

- granted access in full in 19 FOI cases;
- granted partial access in 27 FOI cases; and
- refused access in 18 FOI cases.

During the period:

- 34 applications were withdrawn;
- 33 applications were processed concurrently with other applications; and
- one application was transferred to another agency for processing.

During the period the Department received eight consultation requests from other Commonwealth and state agencies, seven of which were answered in the period.

Of the 34 applications that were withdrawn, ten were withdrawn after the applicant was notified of the estimate of charges.

2. As at 9 November 2011 in the 2011-12 financial year, the Department has:
- received 744 new FOI applications made under section 15 of the FOI Act; and
 - accepted transfer of one application from another Commonwealth agency under section 16 of the FOI Act.

In response to these applications, the Department has:

- processed 688 applications concurrently with other FOI requests;
- granted access in full in 16 FOI cases;
- granted partial access in 16 FOI cases; and
- refused access in six FOI cases.

During the period:

- seven applications were withdrawn; and
- five applications were transferred to other agencies for processing.

During the period the Department received three consultation requests from other Commonwealth and state agencies. Three consultation requests were answered in the period.

The remaining seven cases are still being processed by the Department.

Of the seven applications that were withdrawn, four were withdrawn after the applicant was notified of the estimate of charges.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 198
Program: Corporate
Division/Agency: CSD
Topic: Staffing
Hansard Page EC: Written

Senator Birmingham asked:

For each Division (including the Clean Energy Future Program Office as per the DCCEE's Organisational Chart), how many staff:

1. were employed as at 30 June 2010;
2. were employed as at 30 June 2011;
3. are employed currently; and
4. are estimated to be employed as at 30 June 2012?

Answer:

1. The table below shows Department employees by division as at 30 June 2010.

Division	No. of employees
ACCRA Establishment and Carbon Pollution Reduction Scheme Implementation	97
Adaptation, Land and Communications	101
Corporate and Governance	111
Data Reporting and Registration	33
Demand Driven Programs	173
Emissions Trading	41
Executive and Support	11
Group Systems and Support	24
Home Insulation Program Review Office	116
International	69
Prime Minister's Task Group on Energy Efficiency	12
Renewables and Energy Efficiency	140

Stakeholder Support and Engagement	39
Strategies and Coordination	60
Department Total	1,027

2. The table below shows Department employees by division as at 30 June 2011.

Division	No. of employees
Adaptation, Science and Communications	91
Climate Strategy and Markets	80
Corporate Support	190
Energy and Safety Programs	235
Executive and Support	11
Garnaut Review	4
International	60
Land	75
Regulatory	68
Renewables and Energy Efficiency	130
Business Operations Support Branch	31
Legal Services Branch	20
Department Total	995

3. The table below has Department employees by division at 30 September 2011. As at 30 September 2011 no employees were assigned to the Clean Energy Future Program Office.

Division	No. of employees
Adaptation, Science and Communications	90
Climate Strategy and Markets	83
Corporate Support	230
Energy Efficiency	110
Energy and Safety Programs	224
Executive and Support	11
International	63
Land	79
Legal Services Branch	19
Regulatory	104
Department Total	1,013

4. Forward estimates of staffing levels are currently unavailable due to changes arising from the passage of the Clean Energy Future legislative package.

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

Supplementary Budget Estimates 2011-12, 17 October 2011

Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	Question No:	202
Program:	Corporate		
Division/Agency:	CSD		
Topic:	DCCEE Contact Centre		
Hansard Page EC:	Written		

Senator Birmingham asked:

With reference to Salesforce Australia and Salmat's contract for three years until 2014 for the provision of contact centre services at a cost of \$22 million:

1. On how many days has the call centre operated since the contract began?
2. Does the call centre operate on weekends and public holidays?
3. Does the call centre operate from one location?
4. How many calls has the call centre received?
5. Please provide a breakdown of the number of calls received – daily, weekly and monthly – since the beginning of operations?
6. Given evidence in Budget Estimates that the call centre is a consolidation of call centre functions for the DCCEE, please provide a breakdown of the number of calls by program or policy to which the calls related.
7. Please provide a breakdown of calls which have been received in relation to the Government's carbon tax policy.

Answer:

1. Salesforce Australia (Salmat) has operated the Department of Climate Change and Energy Efficiency Contact Centre for a total of 164 business days as at 31 October 2011.
2. The Contact Centre does not generally operate on weekends or National Public Holidays; however, there is provision within the contract for the Centre to operate on these days at the request of the Department.
3. The Contact Centre operates from one location: 50 Franklin Street, Melbourne.

4. The Contact Centre has received 47,332 calls from 21 March to 31 October 2011.
5. Please see Attachments A, B and C.
6. Please see Attachment D.
7. The Contact Centre has received 3,869 calls relating to the Clean Energy Future Plan as at 31 October 2011.