Senate Standing Committee on Environment and Communications Legislation Committee

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	147
Program:	CCA		
Division:	CSD		
Topic:	Climate Change Authority accommodation fit-out		
Hansard Page EC:	EC43		

Senator BIRMINGHAM: What were the largest expense items in that $1.4 million fit-out?
Mr Tanton: I do not have the total breakdown. Usually on those sorts of fit-outs generally your partitioning and electrical and mechanical works make up a majority of your fit-out items on such a scale.
Senator BIRMINGHAM: If you would provide the breakdown on notice, that would be great.

Answer:

Trade items with a value greater than $50,000 (excluding GST) included the following:

Fixed Preliminaries and Management Fee	$124,568.00
Partitioning	$103,397.00
Loose furniture	$307,697.98
Electrical	$ 79,866.80
Mechanical, Fire & Hydraulic	$ 83,928.00
Audio Visual	$ 60,511.42
Security	$ 50,857.04
Workstations	$120,571.00
Project Management	$ 58,525.80
Architect Design	$ 65,670.00
Project Variations	$ 70,646.81

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	217
Program:	CCA		
Agency:	CCA		
Topic:	Carbon Farming Initiative		
Hansard Page EC:	Written		

Senator McKenzie asked:

The Authority's website says that it plays an important role in the governance of Australia's mitigation policies, undertaking reviews and making recommendations on the Carbon Farming Initiative.

1. In reference to QON #73, the response from the Land Division suggests that the Government has not undertaken any research or reviews of this nature nor is intending to.

2. Wouldn't this be the role of the Climate Change Authority?

3. Is the Authority considering any reviews of this nature?

Answer:

The *Carbon Credits (Carbon Farming Initiative) Act 2011* mandates the Climate Change Authority to review the operation of the Carbon Farming Initiative. The first review must be completed by December 31 2014, with subsequent reviews every three years thereafter.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	218
Program:	CCA		
Agency:	CCA		
Topic:	Staffing – recruitment		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many ongoing staff have been recruited this financial year to date? What classification are these staff?

2. How many non-ongoing positions exist or have been created this financial year to date? What classification are these staff?

3. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?

Answer:

1. and 2.

As of 11 October 2012, the number of ongoing and non-ongoing staff employed this financial year, and their classification, is outlined below.

Classification	Ongoing	Non-ongoing
APS Level 5	2	1
APS Level 6	6	-
Executive Level 1	7	1
Executive Level 2	4	1
SES Band 1	1	2*
CEO	1	-
TOTAL	**21**	**4**

*one acting SES officer

3. Please see Question on Notice 250.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	219
Program:	CCA		
Agency:	CCA		
Topic:	Staffing – recruitment 2011-12		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many ongoing staff were recruited in the year 2011-12? What classification were these staff?

2. How many non-ongoing staff were recruited in the year 2011-12? What classification were these staff?

3. How many contract staff left were recruited in the year 2011-12? What classification were these staff? What is the average length of their employment period?

Answer:

Please refer to Question on Notice 8, as the Climate Change Authority was not established until 1 July 2012.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	220
Program:	CCA		
Agency:	CCA		
Topic:	Staffing – Reduction plans		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut.

2. If there are plans for staff reductions, please give the reason why these are happening.

Answer:

The Climate Change Authority does not currently have any plans for staff reductions.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	221
Program:	CCA		
Agency:	CCA		
Topic:	Efficiencies		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please detail how the agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (with reference to the media release issued by the Minister for Finance and Deregulation and the Special Minister of State on 25 September 2012:
http://www.financeminister.gov.au/media/2012/mr_1982012.html

Answer:

Please see Questions on Notice 222, 223, 224 and 225.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	222
Program:	CCA		
Agency:	CCA		
Topic:	Efficiencies – air travel		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates?

2. What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates?

Answer:

1. The Climate Change Authority has teleconferencing and videoconferencing facilities available at its offices which reduces the need for air travel. Where air travel is necessary, officers of the Authority travel utilising the Best Fare of the Day. The Authority has not estimated the savings for each year over the forward estimates, because this policy has been in place since the Authority was established on 1 July 2012.

2. Since Minister for Finance and Deregulation and the Special Minister of State announced public service efficiencies on 25 September 2012, officers of the Authority travel domestically in economy class, in accordance with *Lowest Practical Fare for Official Domestic Air Travel* (Finance Circular 2012/04). Officers of the Authority travel internationally in accordance with *Best Fare of the Day for International Official Air Travel* (Finance Circular 2012/05).

   Authority Members on official business travel in accordance with *Official Travel by Office Holders* (Remuneration Tribunal Determination 2004/03). Where an Authority Member travels on official business he or she is entitled to travel in Business Class. This does not preclude members from choosing to undertake travel at a lower class if they so wish.

   The Authority has not estimated the saving for each year over the forward estimates, due to the discretionary nature of business-class bookings by Authority Members.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	223
Program:	CCA		
Agency:	CCA		
Topic:	Efficiencies – consultants and contractors		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How will the use of external consultants and contractors be reduced?

2. How will this impact on the agency?

3. What are the estimated savings for each year over the forward estimates?

Answer:

1. The Authority engages external consultants and contractors only where these capabilities are not available internally, or within the broader Australian Public Service.

2. The Authority does not expect any impacts, as the Authority's use of consultants and contractors is already minimal.

3. The Authority has not estimated savings for each year over the forward estimates because the use of consultants and contractors is already minimal.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	224
Program:	CCA		
Agency:	CCA		
Topic:	Efficiencies – recruitment advertising		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How will the agency manage moving recruitment advertising online?

2. Will all future recruitment advertisement be online only? If not, please explain why.

3. What are the estimated savings for each year over the forward estimates?

Answer:

1. The process of moving recruitment advertising online is being managed as day-to-day business of the Authority.

2. Yes, future recruitment advertising will be online.

3. As the Authority does not envisage a large number of recruitment advertisements will be necessary in the near future, it has not calculated the estimated savings over the forward estimates.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	225
Program:	CCA		
Agency:	CCA		
Topic:	Efficiencies – printing costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How will printing costs be reduced? Please explain if and how the agency will reduce its printing costs by five per cent or, if it will not, why not?

2. How will it be determined what documents will no longer be printed?

3. What are the estimated savings for each year over the forward estimates?

Answer:

1. The Climate Change Authority currently minimises its printing costs by publishing reports online and only printing a small number of reports, largely for accessibility purposes.

2. Please see Question 1.

3. As the Authority only prints small numbers of reports for accessibility purposes, it has not estimated the savings for each year over the forward estimates.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	226
Program:	CCA		
Agency:	CCA		
Topic:	Recruitment advertising		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising?

2. Please list where recruitment advertising was listed online and in print media.

3. How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising

4. Please list where recruitment advertising was placed online and in print media.

Answer:

1. Please see response to Question on Notice 16.

2. Please see response to Question on Notice 16.

3. The Climate Change Authority spent $3066.84 on print recruitment advertising this financial year.

4. This print recruitment advertising was in *The Australian* and *The Age*.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	227
Program:	CCA		
Agency:	CCA		
Topic:	Printing costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents?

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

Answer:

1. As of 30 September, expenditure on printing was $2,596. Of this amount $1,118 was for printing the Renewable Energy Target Review issues paper.

2. One document has been printed and published online this financial year:

   - Renewable Energy Target Review issue paper (60 copies).

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	228
Program:	CCA		
Agency:	CCA		
Topic:	Graduate recruitment		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs.

2. Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and detail costs.

Answer:

1. The Climate Change Authority does not have a graduate program at this time.

2. The Climate Change Authority does not have a graduate program at this time.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	229
Program:	CCA		
Agency:	CCA		
Topic:	Graduate training		
Hansard Page EC:	Written		

Senator Birmingham asked:

How much is estimated to be spent on 2013 Graduate Training? Please provide details of what training is to be provided, why and the estimated cost for each.

Answer:

The Climate Change Authority does not have a graduate program at this time.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	230
Program:	CCA		
Agency:	CCA		
Topic:	Government advertising – FYTD		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What was the total cost of all advertising for the financial year to date?

2. Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.

3. Has the Department of Finance and Deregulation provided any advice about the advertising? Please provide details of each advertising item.

4. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Please provide details of each advertising item.

5. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Please provide the details for each advertising item.

6. Please provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.

7. What advertising – Campaign and Non-Campaign – and other communications programs is the department/agency undertaking and/or planning to undertake?

Answer:

1. The Climate Change Authority does not intend to engage in Government (campaign or non-campaign) advertising.

2. Not applicable.

3. Not applicable.

4. Not applicable.

5. Not applicable.

6. Not applicable.

7. The Climate Change Authority does not intend to engage in Government (campaign or non-compaign) advertising.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	231
Program:	CCA		
Agency:	CCA		
Topic:	Government advertising – 2011-12		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What was the total cost of all advertising for 2011-12?

2. Is the advertising campaign or non-campaign advertising? Please provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.

3. Has the Department of Finance and Deregulation provided any advice about the advertising? Please provide details of each advertising item.

4. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Please provide details of each advertising item.

5. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Please provide the details for each advertising item.

6. Please provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services, that was undertaken in 2011-12.

Answer:

1. The Climate Change Authority was not in operation in 2011-12.

2. Not applicable.

3. Not applicable.

4. Not applicable.

5. Not applicable.

6. Not applicable.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 232

Program: CCA

Agency: CCA

Topic: Hospitality and entertainment

Hansard Page EC: Written

Senator Birmingham asked:

1. What is the agency's hospitality spend for this financial year to date? Please detail date, location, purpose and cost of all events.

2. What is the agency's entertainment spend for this financial year to date? Please detail date, location, purpose and cost of all events.

3. What hospitality spend is the agency planning? Please detail date, location, purpose and cost of all events.

4. What entertainment spend is the agency planning? Please detail date, location, purpose and cost of all events.

5. Is the agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?

Answer:

1. As of 30 September 2012, the Climate Change Authority's hospitality spend is outlined below.

Date	Location	Purpose	Cost ($)
05/07/2012	Climate Change Authority	Business catering for staff interviews	21.80
06/07/2012	Climate Change Authority	Business catering for staff interviews	57.60
17/07/2012	Australian National University	Business catering for Authority meeting	292.10
18/07/2012	Australian National University	Business catering for Authority meeting	343.15
25/07/2012	Climate Change Authority	Business catering for staff interviews	57.00

14/08/2012	Climate Change Authority	Business catering for Authority meeting	194.65
21/08/2012	Climate Change Authority	Business catering for staff interviews	48.10
17/09/2012	Climate Change Authority	Business catering for Authority meeting	192.00
Total:			**$1206.40**

2. The Climate Change Authority did not spend any money on entertainment for this financial year to date.

3. As of 30 September 2012, the Authority's planned hospitality spend is outlined below.

Date	Location	Purpose	Estimated Cost ($)
18/10/2012	Climate Change Authority	Business catering for staff planning day	442.80
22/10/2012	Climate Change Authority	Business catering for Authority meeting	228.30
02/11/2012	Climate Change Authority	Stakeholder roundtable – staff/Authority members business catering	280.00
05/11/2012	Sydney Sofitel Hotel	Stakeholder roundtable – staff/Authority members business catering	645.00
20/11/2012	Restaurant	Dinner for executive staff & Authority members	1620.00
21/11/2012	Climate Change Authority	Business catering for Authority meeting	250.00
Monthly	Climate Change Authority	Business catering for upcoming Authority meetings	250.00/meeting

4. The Climate Change Authority currently has no plans for providing entertainment.

5. The Climate Change Authority already looks to minimise expenditure on official hospitality and business catering, using the onsite boardroom and facilities wherever possible. The Climate Change Authority will endeavour to keep spending on these items to a minimum.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	233
Program:	CCA		
Agency:	CCA		
Topic:	Freedom of Information		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Has the agency received any updated advice on how to respond to FOI requests?

2. What is the total cost to the agency to process FOI requests for this financial year to date?

3. How many FOI requests has the agency received for this financial year to date? How many requests have been denied and how many have been granted? Has the agency failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?

Answer:

1. The Climate Change Authority processes Freedom of Information (FOI) requests in accordance with the *Freedom of Information Act 1982*, FOI Regulations and the FOI Guidelines issued by the Office of the Australian Information Commissioner (OAIC).

2. The Department of Climate Change and Energy Efficiency has invoiced the Authority $297.59 to process one FOI request on the Authority's behalf.

3. The Authority has received one FOI request this financial year, which was processed on the Authority's behalf by the Department of Climate Change and Energy Efficiency. The FOI request was granted in part and processed within the statutory timeframe.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	234
Program:	CCA		
Agency:	CCA		
Topic:	Consultancies		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. How many consultancies have been undertaken this financial year to date? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies.

2. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and, if not, why not? In each case please identify the subject matter, duration, cost and method of procurement, as above, and the name of the consultant if known.

3. How many consultancies were undertaken in 2011-12? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies.

Answer:

1. The Climate Change Authority has engaged two consultancies this financial year to date. SKM-MMA has been engaged to model energy market scenarios to support the Authority's analysis for the Review of the Renewable Energy Target. Red Pony has been engaged to create document templates to streamline producion of the Authority's reports and presentations.

   SKM-MMA commenced work on 27 August 2012 and is due to complete its work by 30 November 2012. The contract totals $131 780 inclusive of GST. This was a direct source procurement with quotes from four firms with relevant expertise.

   Red Pony commenced work on 26 September 2012 and is due to complete its work in November 2012. The contract totals $6270 inclusive of GST and was a direct source procurement.

2. As the Authority commenced operations on 1 July 2012, an Annual Procurement Plan has not been published this calendar year. The Authority will assess business requirements and Authority outcomes on as needs basis to determine if consultancy services are required. The Authority will utilise existing panel arrangements as required in line with the Commonwealth Procurement Rules and the Authority's Chief Executive's Instructions.

3. The Authority was not in operation in 2011-12.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	235
Program:	CCA		
Agency:	CCA		
Topic:	Media Monitoring – 2012-13		
Hansard Page EC:	Written		

Senator Birmingham asked:

What was the total cost of media monitoring services, including press clippings, electronic media transcripts etc. provided to the agency for this financial year to date?

1. Which agency or agencies provided these services?

2. What is the estimated budget to provide these services for the year 2012-13?

3. What has been spent providing these services this financial year to date?

Answer:

As of 30 September 2012, the total cost of media monitoring services was $2,088 excluding GST.

1. The Climate Change Authority's media monitoring services are provided by the Department of Climate Change and Energy Efficiency.

2. The Authority's estimated budget for media monitoring in 2012-13 is $8,352.

3. Please see answer 1.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	236
Program:	CCA		
Agency:	CCA		
Topic:	Social media protocols		
Hansard Page EC:	Written		

Senator Birmingham asked:

Have there been any changes since May 2012 Budget Estimates to agency social media or protocols about staff access and usage of YouTube, online social media such as Facebook, MySpace and Twitter and access to online discussion forums and blogs? If yes, please explain and provide copies of any advice that has been issued.

Answer:

The Climate Change Authority's Information Technology and Internet Services Policy outlines appropriate use of the Authority's internet services.

Authority staff have also been provided with guidance on appropriate use of social media as part of Authority security briefings.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	237
Program:	CCA		
Agency:	CCA		
Topic:	Social media monitoring and productivity		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Does the agency monitor usage of social media?
   If yes, provide details of the usage (for example, details could include average hours per employee, hours when usage peaks).
   If no, will the agency monitor usage in the future?

2. Does social media impact on employee productivity? Please provide details (details could include increased internet usage in general or increased internet usage in standard business hours).

Answer:

1. The Climate Change Authority does not currently monitor staff usage of social media. The Department of Climate Change and Energy Efficiency is creating a Social Media Policy which will be applicable to the Authority. This is explained in further detail in Question on Notice 38.

2. The Climate Change Authority does not currently monitor the impact of social media on staff productivity.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	238
Program:	CCA		
Agency:	CCA		
Topic:	Internet problems		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

Please see Question on Notice No. 39, as the Climate Change Authority operates on the same network as the Department of Climate Change and Energy Efficiency.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	239
Program:	CCA		
Agency:	CCA		
Topic:	Staff amenities		
Hansard Page EC:	Written		

Senator Birmingham asked:

What amenities are provided to staff? Please provide a list.

Answer:

1. The following amenities are provided to Climate Change Authority staff:

- 8 car parking spaces for use by Authority Members, Senior Executive Service officers and other officers as necessary.
- 2 breakout areas with kitchenette facilities.
- Secure bicycle parking, lockers and change rooms provided by building management.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	240
Program:	CCA		
Agency:	CCA		
Topic:	Coffee machines		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Has the agency purchased coffee machines for staff usage? If yes, please provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.

2. Why were coffee machines purchased?

3. Where did the funding for the coffee machines come from?

4. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date? Please include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?

Answer:

1. The Climate Change Authority has a coffee machine that is used by Authority staff. The same machine is also used for stakeholder and Authority meetings. The costs below cover usage by staff, Authority members and stakeholders.

Type	Cost	Date of purchase	Ongoing costs (as of 30 September 2012)
Nespresso Latissima+ (x1)	$498 (inc GST)	27 July 2012	$515

2. The coffee machine was purchased for stakeholder and Authority meetings and for use by Authority members and staff.

3. The coffee machine was purchased with departmental funds set aside for minor office equipment.

4. No maintenance has been performed on the coffee machine since purchase, aside from daily cleaning. This has been performed by Climate Change Authority staff.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	241
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – Hawker Britton		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).

Answer

The Climate Change Authority has not employed, and is not currently considering employing, Hawker Britton.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	242
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – Shannon's Way		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, Shannon's Way.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	243
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – John Utting & UMR Research		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, John Utting & UMR Research Group.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	244
Program:	CCA		
Agency:	CCA		
Topic:	McCann-Erickson		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, McCann-Erikson.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	245
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – Cutting Edge		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, Cutting Edge.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	246
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – Ikon Communications		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, Ikon Communications.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	247
Program:	CCA		
Agency:	CCA		
Topic:	Contractors - CMAX - Communications		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, CMAX Communications.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	248
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – Boston Consulting Group		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, Boston Consulting Group.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	249
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – McKinsey & Company		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

The Climate Change Authority has not employed, and is not currently considering employing, McKinsey & Company.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	250
Program:	CCA		
Agency:	CCA		
Topic:	Contractors – General		
Hansard Page EC:	Written		

Senator Birmingham asked:

What contractors have been employed by the agency? If yes, provide details (including the work undertaken and the cost).

Answer:

The Climate Change Authority currently employs one contractor. This contractor works in communications. The contractor works part time (three days a week) and is contracted until 31 December 2012. The value of the contract is $67,500 (until 31 December 2012).

The contractor assists the Authority in its interactions with the media, coordinates the Authority's legislatively mandated stakeholder engagement and manages the general communication requirements of the Authority. In addition, the contractor manages the Authority's website, intranet, stakeholder submissions process and manages events such as stakeholder roundtables.

The Authority also employed short-term contractors to assist with recruitment and administrative duties during the Authority's establishment until permanent staff could be recruited. The cost of these contractors was $65,122.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	251
Program:	CCA		
Agency:	CCA		
Topic:	Government payment of accounts		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

a. If not, why not? Please provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached.

b. For accounts not paid within 30 days, is interest being paid on overdue amounts and, if so, how much has been paid by the department/agency for the current financial year and the previous financial year?

c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

The Authority commenced on 1 July 2012 and minor delays occurred in the payment of some accounts. These delays were as a result of the establishment of the Authority, the recruitment of relevant staff and establishing technology access.

No interest has been paid to suppliers on any delayed payments. Contact was made with suppliers to explain the reasons for delays. All accounts as of 30 September 2012 have now been paid.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	252
Program:	CCA		
Agency:	CCA		
Topic:	Stationery requirements		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

The Climate Change Authority has spent $12,919 on stationery for the financial year to date. This amount includes the initial stocking of stationery supplies and copier paper, during the establishment of the Authority.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	253
Program:	CCA		
Agency:	CCA		
Topic:	Media subscriptions		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your pay TV subscription?

   a. If yes, please provide the reason why, the cost and what channels.

   b. What is the cost for this financial year to date?

2. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your newspaper subscriptions?

   a. If yes, please provide the reason why, the cost and what newspapers.

   b. What is the cost for this financial year to date?

3. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your magazine subscriptions?

   a. If yes, please provide the reason why, the cost and what magazines.

   b. What is the cost for this financial year to date?

Answer:

1. The Climate Change Authority does not have any pay TV subscriptions.

2. The Climate Change Authority was established on 1 July 2012 and has subscriptions to *the Age*, *Australian Financial Review*, *the Australian* and the *Canberra Times*. In each case, the subscription has been purchased to keep the Authority informed of relevant news and information. As of 30 September 2012, the cost for these subscriptions was $404.25.

3. The Climate Change Authority was established on 1 July 2012 and subscribes to the *Economist* magazine. The cost for this subscription is $332 per year.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 254
Program: CCA
Agency: CCA
Topic: Travel costs
Hansard Page EC: Written

Senator Birmingham asked:

For the financial year to date, please detail all travel for agency officers. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).

Answer:

Travel costs taken by Authority staff and the CEO for the three months ending 30 September 2012 total $23,432. A breakdown of travel costs is provided in the table below.

Travel Type	**$**
Airfares – Domestic fare	13,792
Airfares – Business fare	4,050
Accommodation	5,020
Travel Expenses and Incidentals	570
Total	**23,432**

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	255
Program:	CCA		
Agency:	CCA		
Topic:	Travel costs – policy, lounge membership and support staff		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.

2. Are lounge memberships provided to any employees? If yes, please detail what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.

3. When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.

Answer:

1. The Climate Change Authority follows the guidelines *Lowest Practical Fare for Official Domestic Air Travel* (Finance Circular 2012/04) and *Best Fare of the Day for International Official Air Travel* (Finance Circular 2012/05). A single delegate within the Authority approves any air travel. This ensures compliance with these guidelines.

2. Lounge memberships are not provided to any employees.

3. Senior Exective Service officers do not typically travel with support or administrative staff.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	256
Program:	CCA		
Agency:	CCA		
Topic:	Legal services		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. What sum did the agency spend on legal services for this financial year to date within the agency? Please provide a list of each service and costs.

2. What sum did the agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.

3. What sum did the agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.

4. What sum did the agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

Answer:

1. The Climate Change Authority has a Memorandum of Understanding with the Department of Climate Change and Energy Efficiency (the Department) for the provision of legal services,

   The Authority spent $1,889.56 on legal services supplied by the Department from 1 July 2012 to 30 September 2012. In June 2012, the Department spent $721.46 on legal services on behalf of the Authority and the Department recovered these costs from the Authority in August 2012.

   The nature of the legal services costs for the period 1 July – 30 September 2012 include:

   - legal advice on a service level agreement $412.27;
   - legal advice on a FOI matters $446.63;
   - legal advice on the development of Chief Executive Instructions $755.81; and
   - legal advice on Remuneration Tribunal matters $274.85.

2. The Department procured legal services of $9,244 from the Australian Government Solicitor on behalf of the Authority to provide legal advice on the Authority's building lease. These expenses were incurred in 2011-12 and the Department recovered these costs from the Authority in September 2012.

3. The Authority has not incurred any legal services expenditure from the private firms to 30 September 2012.

4. The Authority has not incurred any legal services expenditure from the other sources to 30 September 2012.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	257
Program:	CCA		
Agency:	CCA		
Topic:	Education expenses – change in guidelines		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has there been a change since the 2012-13 Budget Estimates (May 2012) to the agency's guidelines on study? If yes, please provide details.

Answer:

The Climate Change Authority was not in operation in 2011-12.

The Authority has not yet established its formal guidelines on study.

Authority staff are currently under the conditions of employment of the Department of Climate Change and Energy Efficiency's Enterprise Agreement 2011-14. The Agreement states that employees undertaking formal study, which is relevant to business requirements, may be eligible for reimbursement of course fees up to the cost of the course and/or study leave of up to 75 hours per semester.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	258
Program:	CCA		
Agency:	CCA		
Topic:	Education expenses - FYTD		
Hansard Page EC:	Written		

Senator Birmingham asked:

For this financial year to date, please detail all education expenses (i.e. in-house courses and tertiary studies) for the agency. Please include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Please also include the reason for the study and how it is beneficial for the agency.

Answer:

The Climate Change Authority has not incurred education expenses this financial year to date.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	259
Program:	CCA		
Agency:	CCA		
Topic:	Executive Coaching and Leadership Training – FYTD		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

   i. Total spending on these services

   ii. The number of employees offered these services and their employment classification

   iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)

   iv. The names of all service providers engaged.

   For each service purchased form a provider listed under (iv), please provide:

   a. The name and nature of the service purchased

   b. Whether the service is one-on-one or group based

   c. The number of employees who received the service and their employment classification

   d. The total number of hours involved for all employees (please provide a breakdown for each employment classification)

   e. The total amount spent on the service

   f. A description of the fees charged (i.e. per hour, complete package)

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

   a. The location used

   b. The number of employees who took part on each occasion (please provide a breakdown for each employment classification)

   c. The total number of hours involved for all employees who took part (please provide a breakdown for each employment classification)

Answer:

An SES Band One officer attended the Australian Public Service's Senior Executive Orientation Program. This was a two day group course and cost $3500 for the complete course.

The course was held at the Australian Public Service Commission's office in Canberra.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	260
Program:	CCA		
Agency:	CCA		
Topic:	Media training		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

   i. Total spending on these services

   ii. The number of employees offered these services and their employment classification

   iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)

   iv. The names of all service providers engaged

   For each service purchased form a provider listed under (iv), please provide:

   a. The name and nature of the service purchased

   b. Whether the service is one-on-one or group based

   c. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)

   d. The total number of hours involved for all employees (please provide a breakdown for each employment classification)

   e. The total amount spent on the service

   f. A description of the fees charged (i.e. per hour, complete package).

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

   a. The location used

   b. The number of employees who took part on each occasion

   c. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)

   d. Any costs the agency incurred to use the location.

Answer:

The Climate Change Authority has not engaged any media training services this financial year to date.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	261
Program:	CCA		
Agency:	CCA		
Topic:	Paid parental leave		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Please list how many staff in the agency are eligible to receive payments under the Government's Paid Parental Leave scheme?

2. For this financial year to date please list how many staff and their classification are in receipt of Paid Parental Leave scheme payments.

Answer:

1. Eligibility for the Government's *Paid Parental Leave Scheme* is determined for individuals through assessment against specific work test criteria.

2. As of 30 September 2012, no staff have been in receipt of *Paid Parental Leave Scheme* payments.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	262
Program:	CCA		
Agency:	CCA		
Topic:	Corporate Cars		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):

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

Answer:

1. The Climate Change Authority does not own any cars.
2. Not applicable.
3. Not applicable.
4. Not applicable.
5. Not applicable.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	263
Program:	CCA		
Agency:	CCA		
Topic:	Taxi costs		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

As of 30 September expenditure on taxis spent this financial year totals $4,149.43. Taxi travel is used by Authority members and staff when travelling interstate to attend Authority meetings, stakeholder consultations, conferences, training and meetings.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	264
Program:	CCA		
Agency:	CCA		
Topic:	Credit cards		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Please provide a breakdown for each employment classification that has a corporate credit card.

2. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):

   a. What action is taken if the corporate credit card is misused?

   b. How is corporate credit card use monitored?

   c. What happens if misuse of a corporate credit card is discovered?

   d. Have any instances of corporate credit card misuse have been discovered? Please list staff classification and what the misuse was, and the action taken.

   e. What action is taken to prevent corporate credit card misuse?

3. For 2011-12 how many instances of corporate credit card misuse were there? Please list staff classification and what the misuse was, and the action taken.

Answer:

1. As of 30 September 2012 the classification of Climate Change Authority staff with corporate credit cards was:

Staff Classification	**Corporate Credit Card**
CEO	1
SES1	1
EL 1 & 2	3
APS 5 & 6	3
Total	**8**

2. The Authority commenced operations on 1 July 2012. The Authority has introduced controls and delegations on the use of corporate credit cards. Chief Executive's Instructions are in place along with and other internal approval and audit processes. There has been no misuse of corporate credit cards to date. If a misuse occurs, the Authority will take the necessary action in accordance with Section 45 of the Financial Management and Accountability Act 1997 and Chief Executive's Instructions No. 1.03 (Fraud Control) and 3.03 (Commonwealth Credit Cards and Credit Vouchers).

3. The Climate Change Authority was not in operation in 2011-12.

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Climate Change and Energy Efficiency Portfolio

Outcome: 1 **Question No:** 265

Program: CCA

Agency: CCA

Topic: Electronic equipment

Hansard Page EC: Written

Senator Birmingham asked:

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

Answer:

The electronic equipment issued to staff for business purposes include the following items:

Staff Classification	Laptop	iPad	Blackberry/ iPhone	Vasco token	Wireless Card
CEO	1	1	1	1	1
SES1	3	-	3	3	3
EL 1 & 2	4	-	4	4	3
APS 5 & 6	2	-	1	7	3
Total	**10**	**1**	**9**	**26**	**10**

The Climate Change Authority purchased 20 thumb drives up to 30 September 2012 which are available for Authority members or staff to use for business purposes.

The Department of Climate Change and Energy Efficiency purchased all electronic equipment on behalf of Authority upon establishment on 1 July 2012. As of 30 September 2012, the Authority has spent $15,319 on telephone calls, service and equipment charges and service connection costs.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	266
Program:	CCA		
Agency:	CCA		
Topic:	Electricity purchasing		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. Provide details of any update of the agency electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).

2. What were the agency's budgeted electricity costs for 2012-13?

3. What are the agency electricity costs for this financial year to date?

Answer:

1. The Climate Change Authority was established on 1 July 2012. An electricity purchasing agreement was signed on 17 July 2012 for the Climate Change Authority office in Melbourne.

2. The Authority has budgeted $18,291 for electricity costs for 2012-13.

3. Electricity expenditure for this financial year as of 30 September 2012 was $1,231.48.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	267
Program:	CCA		
Agency:	CCA		
Topic:	Briefings for the Australian Greens		
Hansard Page EC:	Written		

Senator Birmingham asked:

Have any briefings been provided to the Australian Greens? If yes, please include:

1. How are briefings requests commissioned?

2. What briefings have been undertaken? Provide details and a copy of each briefing.

3. Have any briefings requests been unable to proceed? If yes, provide details of what the briefings were and why it could not proceed.

4. How long is spent undertaking briefings for the Australian Greens? How many staff are involved and how many hours? Please provide a breakdown for each employment classification.

Answer:

The Climate Change Authority has not provided any briefings to the Australian Greens.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	268
Program:	CCA		
Agency:	CCA		
Topic:	Briefings for Independents		
Hansard Page EC:	Written		

Senator Birmingham asked:

Have any briefings been provided to Independents? If yes, please include:

1. How are briefings requests commissioned?

2. What briefings have been undertaken? Provide details and a copy of each briefing.

3. Have any briefings requests been unable to proceed? If yes, provided details of what the briefings were and why it could not proceed.

4. How long is spent undertaken briefings for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.

Answer:

The Climate Change Authority has not provided any briefings to the Independents.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	269
Program:	CCA		
Agency:	CCA		
Topic:	Shredders		
Hansard Page EC:	Written		

Senator Birmingham asked:

Has the agency purchased any shredders since Budget Estimates 2011-12 (May 2012)? If yes, please provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

Answer:

The Climate Change Authority has not purchased any shredders.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	270
Program:	CCA		
Agency:	CCA		
Topic:	Protective security policy framework		
Hansard Page EC:	Written		

Senator Birmingham asked:

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

Answer:

As the Climate Change Authority began operations on 1 July 2012, an Agency Security Plan (ASP) is currently being developed. The ASP will state that the Department of Climate Change and Energy Efficiency's security policies and procedures will also apply to the Authority.

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Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	271
Program:	CCA		
Agency:	CCA		
Topic:	Media/Comms staff		
Hansard Page EC:	Written		

Senator Birmingham asked:

Please provide – in relation to all public relations, communications and media staff – the following:

a. How many ongoing staff, the classification, the type of work they undertake and their location.

b. How many non-ongoing staff, their classification, type of work they undertake and their location

c. How many contractors, their classification, type of work they undertake and their location.

Answer:

a. As of 11 October 2012, the Authority did not employ any ongoing staff to conduct public relations, communications and media related work.

b. As of 11 October 2012, the Authority did not employ any non-ongoing staff to conduct public relations, communications and media related work.

c. Please see Question on Notice 250.

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Answers to Questions on Notice

Climate Change and Energy Efficiency Portfolio

Outcome:	1	**Question No:**	272
Program:	CCA		
Agency:	CCA		
Topic:	Grants pause		
Hansard Page EC:	Written		

Senator Birmingham asked:

1. To date, how much of the 2012-13 budget appropriations has your agency received?

1. For 2012-13 please list each grant program your agency administers, and the total funding of each program.

2. Please list each grant program that has not been paused as part of the Government-wide grants pause.

3. Please provide the total cash value of each program that has not been paused?

4. Please list each grant program that has been "paused" as part of the Government-wide grants pause.

5. Please provide the total cash value of each program that has been paused, and the total value of all grants paused?

6. On what date did your agency receive advice from the government to pause certain grants programs?

    a. How was the instruction received, and from whom was it received?

7. Please list the dates on which the Minister for Finance met with senior agency officials to discuss the grants pause and on which the Minister overseeing your agency met with senior agency officials

8. From what date was your agency told to implement the grants pause? When did it do so?

9. Has your agency been provided with information regarding when the grants pause would end?

    a. If so, what was the date?

    b. Was your agency advised if it could communicate when the grants pause would end to grant applicants?

10. Please provide the advice your agency gave to Department of Finance regarding which programs should be included in the grants pause.

11. Did your agency receive advice/instruction from the Department of Finance regarding how best to communicate the grants pause to grant applicants, the media and other external stakeholders?

12. What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.

13. Has your agency been advised by the Department of Finance of further grants pauses in the future? If so

    a. When did you receive notification of future grants pauses?

    b. What is the date of future grants to be paused?

    c. Which grants programs will be paused?

    d. What is total value of pauses in future grants programs?

    e. When will notification of these future grants pauses be made public?

14. How many staff are employed to administer grant programs within the agency?

15. During the Grants Pause, with what activities have these staff been involved? Have staff been moved to other divisions during the grants pause?

16. During the Grants Pause, were decisions on grants being made, but applicants not alerted?

Answer:

The Climate Change Authority does not have any grants programs.