

Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Industry, Innovation, Science, Research and Tertiary Education Portfolio
Additional Estimates Hearing 2012-13
13 February 2013

AGENCY/DEPARTMENT: DEPARTMENT OF INDUSTRY, INNOVATION, SCIENCE, RESEARCH AND TERTIARY EDUCATION

TOPIC: Hospitality and Entertainment

REFERENCE: Written Question – Senator Bushby

QUESTION No.: AI-117

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

ANSWER

Please refer to SI-140 for details on hospitality/entertainment expenditure for the period 1 July to 31 October 2012.

DEPARTMENT OF INDUSTRY, INNOVATION, SCIENCE, RESEARCH AND TERTIARY EDUCATION

1. The department's total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$37,578 (GST exclusive). Please refer to Table 1 for details in relation to date, location, purpose and cost of each event.

Table 1.

Date	Location	Total Cost (\$)	Purpose
01/11/2012	Merchant at Rialto – VIC	200	Overseas Student Support Workshop
01/11/2012	Salamanca Food - TAS	679	Clean Technology Innovation Program Information Session
01/11/2012	Wolfies – NSW	676	Meeting to Discuss Clean Technology Investment
01/11/2012	Coyote Catering - ACT	147	Australian Apprentices Group Training Workshop
01/11/2012	Glasshouse Café – ACT	69	Board Meeting
01/11/2012	James Cook University - QLD	473	Shell Questacon Science Circus Beyond School Expo
01/11/2012	Café Trebbiano – NSW	153	Kiwistar Meeting
01/11/2012	Glass House Café - ACT	54	Catering for Australian Tertiary Quality Regulation Workshop
01/11/2012	Coyote Catering – ACT	1,355	Australian Apprenticeships Working Group Meeting
01/11/2012	Pure Cream - ACT	88	Business Meeting with Stakeholders to Discuss Endeavour Awards Program
01/11/2012	Coyote Catering - ACT	101	Industry Skills Council Meeting
01/11/2012	Mamak - VIC	105	Business Advisors Meeting
01/11/2012	The Grace Hotel - NSW	794	Commercialisation Australia Volunteer Business Mentor Event
05/11/2012	CQ Functions - VIC	1,455	Tasmanian Providers Networking Event
06/11/2012	Donovans - VIC	74	Business Meeting
07/11/2012	Water Taxi - NSW	200	Business Advisors Meeting
12/11/2012	Glasshouse Café - ACT	50	Illawarra Innovative Industry Meeting
12/11/2012	Canberra Business Council - ACT	50	Attendance at Business Breakfast discussing Australia in the Asian Century White Paper
12/11/2012	CQ Functions - VIC	455	Victorian Providers Networking Event
12/11/2012	Elements Catering - VIC	495	Bi-Monthly Meeting of Business Advisors
12/11/2012	Ginger Jonoos - VIC	120	Business Meeting with Automotive Supplier Excellence Australia
13/11/2012	Chairman & Yip - ACT	464	Business Meeting to Discuss Australian and Japan Joint Science and Technology Commission
15/11/2012	Courgette - ACT	535	Business Meeting with the Chair of the United Kingdom Vitae Organisations
17/11/2012	Bottega - VIC	318	Business Meeting
17/11/2012	Glasshouse Café - ACT	118	Leadership Group Meeting
19/11/2012	Taj Mahal Hotel - INDIA	177	Australian International Education Conference Breakfast at the Commonwealth Heads of Government Meeting
20/11/2012	Café 255 - NSW	91	Promotion of Skills State Network Programs
21/11/2012	Boat House - ACT	1,145	Meeting to discuss the Australian Centre of Excellence in Public Sector Design Board, Insight and International Developments in Design and Design Thinking
22/11/2012	La Rosa - NSW	1,558	Board Dinner and Networking Event 2013
22/11/2012	Blanco - SA	116	Briefing Session with Tasmanian Providers and South Australian Business Advisors
23/11/12	Crowne - ACT	4,057	Commercialisation Australia Voluntary Business Mentors Networking Event
23/11/2012	MegaBites - ACT	305	Catering for Prime Ministers Prizes for Science Function
26/11/2012	City Edge Café - ACT	87	Workshop to Discuss Australian Workforce Development Programs
26/11/2012	Boathouse - ACT	399	Meeting with members of the New Zealand Chief Scientists Delegation

26/11/2012	Sappho - NSW	388	Trade Measurement Support Officer Forum
26/11/2012	Wolfies - NSW	135	Business Meeting with Visiting Colleagues from the National Physics Laboratory of India
26/11/2012	Glasshouse Café - ACT	84	Business Meeting
26/11/2012	Benz on York - NSW	117	Understanding Financial Statements and Analysis Function
28/11/2012	Epicure - WA	745	Workshop Event discussing Modelling and Simulation Tools to Solve Industrial Problems.
29/11/2012	Park Royal - VIC	341	Built Environment Industry Innovation Council Meeting
29/11/2012	Linao - VIC	81	Chair of Book Industry Collaborative Council discussing the Work of the Council
30/11/2012	Hobart Function Centre - TAS	90	Tasmanian Chamber of Commerce and Industry Information Session
30/11/2012	Standing Room Only - QLD	695	Leadership Group Meeting
30/11/2012	Chairman & Yip - ACT	200	Business Meeting with Drug Enforcement Administration Colleagues
03/12/2012	Southern Cross Club - ACT	1,819	Australian Workforce Productivity Agency Planning Workshop
04/12/2012	Bayviews - TAS	251	Meeting to Build Linkages with Key Suppliers to Resources Sector in Burnie Region and Discuss Support Strategies for Small to Medium Enterprises to Diversify, Improve Competitiveness and Secure Further Work
04/12/2012	Glasshouse Café - ACT	73	Research Data Storage Infrastructure Meeting
04/12/2012	Glasshouse Café - ACT	195	Collaborative Research Information Services Consultative Group Meeting
05/12/2012	The Grace Hotel - NSW	85	Commercialisation Australia Volunteer Business Mentor Meeting
06/12/2012	Forno – NSW	237	Instrument Science Business Meeting
06/12/2012	La Trattoria - SA	172	Remote Enterprise Centre Event to Facilitate Opportunities for Business Advisers to Stay Informed Regarding Legislation Development, Industrial Relations and Social Media
06/12/2012	Lemon Grass - ACT	53	Space Policy Committee Meeting
07/12/2012	Coast Restaurant - NSW	136	Supplier Advocates Meeting
10/12/2012	Chairman & Yip - ACT	251	Square Kilometre Array Business Meeting
11/12/2012	Gran Melia - INDONESIA	185	Business Seminar Conducted by Australian Automotive Industry Envoy
11/12/2012	Coast Restaurant - NSW	235	Supplier Advocates Workshop
12/12/2012	Wild Duck - ACT	341	PMSEIC Standing Committee Meeting
12/12/2012	Southbank - QLD	198	Trade Measurement Services Regional Managers Meeting
12/12/2012	University House - ACT	662	Shell Questacon Science Circus Valedictory Celebration
13/12/2012	Courgette - ACT	736	Australian Astronomical Observatory and ANU Business Meeting
14/12/2012	Rydges - ACT	3,589	Commercialisation Australian Networking Event
14/12/2012	Menzies Hotel - NSW	505	Leadership Group Meeting
18/12/2012	Cairns Convention Centre - QLD	702	Registration Readiness for Research and Development Tax Incentive Workshop
18/12/2012	Coyote Catering - ACT	142	Business Meeting with Taiwanese Delegation
18/12/2012	Hudsons Catering - ACT	1,031	Questacon Volunteers Christmas Working Lunch
18/12/2012	Glasshouse Café - ACT	73	Business Advisors Meeting
20/12/2012	Amalfi - SA	146	Australian Trade Measurement Office Planning Meeting

04/01/2013	Elements Catering - VIC	266	Meeting of Business Advisors
08/01/2013	Kitchen Sanitarium - QLD	245	Supplier Advocates Networking Event
14/01/2013	Canberra Business Council - ACT	159	Canberra Business Council Award Dinner
14/01/2013	Blu Ginger - ACT	82	Organisation for Economic Co-operation and Development Meeting
14/01/2013	La Scala - ACT	227	Planning Meeting for the Continuous Improvement Network
15/01/2013	Flavours Catering	126	Australian Recognised Trade Certificate Transition Advisory Committee Meeting
16/01/2013	Kingsleys - ACT	53	Supplier Advocates Meeting
18/01/2013	Indulgence - SA	409	Commercialisation Australia Volunteer Business Mentor Networking Event
22/01/2013	Golden Sea Dragon - NSW	169	Building Productive Working Relationships Function
22/01/2013	Crowne – ACT	1,000	Kuala Lumpur Delegates Networking Function
22/01/2013	Courgette – ACT	532	Meeting with Taipei Delegates
22/01/2013	My Café - ACT	100	2012 Australian and New Zealand Chamber Of Commerce Business Meeting
23/01/2013	Athenian - ACT	414	Clean Technology Innovation Centre Business Adviser Operational Meeting
30/01/2013	Canberra Business Council - ACT	159	Canberra Times Business Series Seminar
30/01/2013	Kindle - ACT	461	Tertiary Quality Planning Meeting
31/01/2013	Rydges - ACT	1,221	International Education Planning Function
31/01/2013	Wollongong University - NSW	99	Illawarra Taskforce Meeting

There were 47 instances, totaling \$1,130 not included in the table as the expenditure was less than \$50 per event.

2. The total hospitality/entertainment expenditure for Ministers and Parliamentary Secretaries for the period 1 November 2012 to 31 January 2013 is \$509 (GST exclusive). Please refer to Table 2 for details in relation to date, location, purpose and cost of each event.

Table 2.

Date	Location	Total Cost (\$)	Purpose
21/11/2012	Parliament House	158	Engage Key Stakeholders
13/12/2012	Parliament House	351	Minister Evans Key Stakeholder Function

3. Please refer to response provided to question 1.
4. Please refer to response provided to question 2.
5. There is currently no planned hospitality/entertainment spend for the department.
6. There is currently no planned hospitality/entertainment spend for the Ministers or Parliamentary Secretaries.
7. Please refer to response provided to question 5.
8. Please refer to response provided to question 6.

9. Official hospitality and entertainment expenditure is managed within the department at divisional level and is based on departmental priorities and available resources.

AUSTRALIAN INSTITUTE OF MARINE SCIENCE (AIMS)

1. AIMS total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$11,143 (GST exclusive). Please refer to Table 1 for details in relation to date, location, purpose and cost of each event.

Table 1.

Date	Location	Total Cost (\$)	Purpose
14/12/2012	Townsville	609	Council Dinner
13/12/2012	Townsville	531	Staff dinner
17/01/2013	Townsville	678	Staff Dinner
25/01/2013	Perth	1,522	Dinner to welcome the new Officer in Charge of the Perth facility and thank the previous holder of this position.
21/12/2012	Townsville	7,803	40 th Anniversary Celebrations

There are many instances where AIMS staff meet with colleagues and stakeholders off-site that are not included in the table above. These meetings are usually less than \$50 and often less than \$100.

2. Please refer to the response provided by DIISRTE.
3. Please refer to the response provided to question 1 by AIMS
4. Please refer to the response provided by DIISRTE.
5. There is currently no planned hospitality/entertainment spend for AIMS.
6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by AIMS.
8. Please refer to the response provided by DIISRTE.
9. No.

AUSTRALIAN INSTITUTE OF ABORIGINAL AND TORRES STRAIT ISLANDER STUDIES (AIATSIS)

1. AIATSIS has no hospitality/entertainment expenditure from 1 November 2012 to 31 January 2013.
2. Please refer to the response provided by DIISRTE.
3. Please refer to the response provided to question 1 by AIATSIS.
4. Please refer to the response provided by DIISRTE.

5. There is currently no planned hospitality/entertainment spend for AIATSIS.
6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by AIATSIS.
8. Please refer to the response provided by DIISRTE.
9. No.

AUSTRALIAN NUCLEAR SCIENCE AND TECHNOLOGY ORGANISATION (ANSTO)

1. ANSTO's total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$18,616 (GST exclusive). Please refer to Table 1 for details in relation to date, location, purpose and cost of each event.

Table 1.

Date	Location	Total Cost (\$)	Purpose
November 2012	Australia & overseas	6,681	Bus. Related hosp. & entertainment costs for non-ANSTO visitors and ANSTO staff who are travelling
December 2012	Australia & overseas	7,254	Bus. Related hosp. & entertainment costs for non-ANSTO visitors and ANSTO staff who are travelling
January 2013	Australia & overseas	4,681	Bus. Related hosp. & entertainment costs for non-ANSTO visitors and ANSTO staff who are travelling

All expenses are subject to strict documentation and approvals, the records do not allow ready extraction of details for items less than \$50 in value. For the four months to 31 January 2013, there were 108 items at an average of \$172.

2. Please refer to the response provided by DIISRTE.
3. Please refer to the response provided to question 1 by ANSTO.
4. Please refer to the response provided by DIISRTE.
5. There is currently no planned hospitality/entertainment spend for ANSTO.
6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by ANSTO.
8. Please refer to the response provided by DIISRTE.
9. ANSTO has, throughout the year, focused on keeping all planned expenditures on or below plan. This applied to all areas of expenditures including hospitality and entertainment.

AUSTRALIAN RESEARCH COUNCIL (ARC)

ARC has had no hospitality/entertainment expenditure and no planned hospitality/entertainment spend for the period 1 November 2012 to 31 January 2013.

AUSTRALIAN SKILLS QUALITY AUTHORITY (ASQA)

1. ASQA's total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$415.23 (GST exclusive).

ASQA's total hospitality/entertainment expenditure for the period 1 July 2012 – 31 January 2013 is \$ 1,053.13 (GST exclusive)

Table 1.

Date	Location	Total Cost (\$)	Purpose
03.07.2012	Melbourne	84.18	Lunch CC – CR with Chair of National Skills Standards Council (NSSC)
18.07.2012	Sydney	150.27	Lunch CC – CR with <i>Campus Review</i> VET reporter
30.08.2012	Brisbane	108.18	Lunch CC – CR with Business Group Australia
03.09.2012	Brisbane	58.18	Lunch CC – CR with CEO Careers Australia Group
11.09.2012	Brisbane	90.00	Lunch CC – CR with DETE QLD
03.10.2012	Sydney	54.55	Dinner CC – CR Future of Work Conference
11.10.2012	Brisbane	92.54	Lunch CC – CR with acting CEO & now Deputy CEO ACPET
19.11.2012	Brisbane	54.50	Dinner CC – CR with CEO Careers Australia Group
19.11.2012	Brisbane	87.73	Lunch CC – CR with CEO Skills Queensland
21.11.2012	Brisbane	121.91	Lunch CC – CR with chair NSSC
15.01.2013	Brisbane	65.00	Lunch CC – CR with Skills on Demand
31.01.2013	Brisbane	86.09	Lunch CC – CR with president ACPET

2. Not applicable.
3. Please refer to the response provided to question 1 by ASQA.
4. Not applicable.
5. There is no planned hospitality/entertainment spend for ASQA.
6. Not applicable.
7. Please refer to the response provided to question 5 by ASQA.
8. Not applicable.
9. No.

COMMONWEALTH SCIENTIFIC AND INDUSTRIAL RESEARCH ORGANISATION (CSIRO)

1. CSIRO’s total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$83,956 (GST exclusive).

In line with CSIRO policy, prior approval is required by an appropriate delegate before entertainment and hospitality expenditure is incurred. All entertainment must be documented and explained with the place, date, person(s) present and clearly stated business purpose. CSIRO employees are required to retain the written statement along with any supporting documentation on their personal correspondence file. Documentation for entertainment and hospitality is not managed centrally and therefore the logistics for obtaining the level of detail requested would require a significant diversion of resources.

2. Please refer to the response provided by DIISRTE.
3. Please refer to response provided to question 1 by CSIRO.
4. Please refer to the response provided by DIISRTE.
5. There is currently no planned hospitality/entertainment spend, all hospitality/entertainment expenditure will be incurred on a needs basis.
6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by CSIRO.
8. Please refer to the response provided by DIISRTE.
9. Expenditure for hospitality and entertainment is and will continue to be incurred on a needs basis.

IP AUSTRALIA

1. IP Australia’s total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$3,430 (GST exclusive). Please refer to Table 1 for details in relation to date, location, purpose and cost of each event.

Table 1.

Date	Location	Total Cost (\$)	Purpose
9/11/2012	Cafe Via Mare Greenhi, Philippines	28	Hospitality for Philippines Patent Office Officials
9/11/2012	Aristocrat Restaurant, Philippines	37	Hospitality for Philippines Patent Office Officials
16/11/2012	Crowne Plaza, ACT	861	PSB Board Dinner
20/11/2012	Sammy’s Kitchen, ACT	57	Meet and Greet with lunch IPRIA Director
20/11/2012	Waters Edge, ACT	1288	Official ACIP dinner
28/11/2012	Asian Noodle House, ACT	78	Lunch for Solomon Island Officials
13/12/2012	Ottoman Cuisine, ACT	1005	Official Dinner hospitality for IPONZ & MBIE delegates

20/12/2012	Vietnam House Restaurant, ACT	69	Official hospitality Japanese delegation Patent Office
23/01/2013	Saffron on Creek, ACT	7	Official hospitality for State Marketing Managers

2. Please refer to the response provided by DIISRTE.
3. Please refer to the response provided to question 1 by IP Australia.
4. Please refer to the response provided by DIISRTE.
5. Please refer to Table 2 for IP Australia's planned hospitality/entertainment expenditure and details in relation to date, location, purpose and cost of each event.

Table 2.

Date	Location	Total Cost (\$)	Purpose
March 2013	Brisbane Southbank	\$2,400	Advisory Council IP Meeting Dinner
March 2013	bane Convention & Entertainment Centre	\$1,200	Advisory Council IP Meeting Public Forum
February 2013	Canberra Red Hill	\$350	Trademark Delegation from Singapore to discuss TM Process and Geographical Indications in Australia.
February 2013	Sydney	\$1,470	Official dinner for the Heads of IP Office meeting between IP Australia and the State Intellectual Property Office (SIPO) of the People's Republic of China.
April 2013	Canberra City	\$600	Delegation from Brazil to learn about IPA's internationally recognised quality management system.
April 2013	Melbourne	\$5,100	UPOV Meeting Official Dinner
TBA	TBA	\$10,600	A contingency for potential international delegations visiting IPA up to 30 June 2013.

6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by IP Australia.
8. Please refer to the response provided by DIISRTE.
9. No.

TERTIARY EDUCATION QUALITY AND STANDARDS AGENCY (TEQSA)

1. TEQSA's total hospitality/entertainment expenditure for the period 1 November 2012 to 31 January 2013 is \$630 (GST exclusive). Please refer to Table 1 for details in relation to date, location, purpose and cost of each event.

Table 1.

Date	Location	Total Cost (\$)	Purpose
31/07/2012	TEQSA Office	148	Council of Private Education meeting
21/09/2012	TEQSA Office	93	Meeting with International Delegations
02/10/2012	Melbourne	389	Higher Education Standard Panel meeting

There was 4 instances, totaling \$86 that was not included in the above table as TEQSA spent less than \$50 per event.

2. Please refer to the response provided by DIISRTE.
3. Please refer to the response provided to question 1 by TEQSA.
4. Please refer to the response provided by DIISRTE.
5. Please refer to Table 3 for TEQSA's planned hospitality/entertainment expenditure and details in relation to date, location, purpose and cost of each event.

Table 3.

Date	Location	Total Cost (\$)	Purpose
14/03/2013	Melbourne Convention and Exhibition Centre	20,000	Provider Briefing Session

6. Please refer to the response provided by DIISRTE.
7. Please refer to the response provided to question 5 by TEQSA.
8. Please refer to the response provided by DIISRTE.
9. No.