

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: Coffee machines

REFERENCE: Written Question – Senator Bushby

QUESTION No.: AI-129

1. Has the Department/Agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
2. Why were coffee machines purchased?
3. Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
4. Where did the funding for the coffee machines come from?
5. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date - include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
6. What are the ongoing costs of the coffee machines, such as the cost of coffee?
7. Does the Department/Agency rent coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
8. Why are coffee machines rented?
9. Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result?
10. Where does the funding for renting the coffee machines come from?
11. Who is responsible for the maintenance of the rented coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
12. What are the ongoing costs of the rented coffee machines, such as the cost of coffee?

ANSWER

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

1. Please refer to SI-155 for information on coffee machines as at 31 October 2012. No coffee machines were purchased by the department in the period 1 November 2012 to 31 January 2013.
2. Please refer to SI-23.
3. There has been no empirical evaluation or studies conducted by this department on staff productivity associated with the installation of coffee machines. The department's

experience anecdotally suggests that the coffee machine facilities translate into less time away from the office.

4. The coffee machines were funded from the 2011-12 Departmental Capital Budget (DCB). DCBs enable agencies to meet the costs associated with the replacement of minor assets (valued at \$10 million or less).
5. Please refer to SI-155 for information on maintenance of coffee machines for the period 1 July 2012 to 31 October 2013. Please refer to the following table for details on maintenance of coffee machines for the period 1 November 2012 to 31 January 2013.

Who is responsible	Cost \$ (GST exclusive)	Maintenance	Funding source
External provider	5,855	Four services per annum	Departmental Appropriation

6. Please refer to the responses to Question 1 and Question 5.
7. No.
- 8–12. Not applicable.

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

1. Please refer to SI-155 for information on coffee machines as at 31 October 2012. AIATSIS has not purchased coffee machines for the period 1 November 2012 to 31 January 2013.
2. To cater for meetings held at the Institute, as well as staff use.
3. There has been an impact on staff leaving the office. Precise impact is not measurable.
4. Retained earnings.
5. Please refer to SI-155 for information on maintenance of coffee machines for the period 1 July 2012 to 31 October 2013. AIMS had no maintenance spend for the period 1 November 2012 to 31 January 2013.
6. On average \$241 per month.
7. No.
- 8–12. Not applicable.

AUSTRALIAN INSTITUTE OF MARINE SCIENCE (AIMS)

1. Please refer to SI-155 for information on coffee machines as at 31 October 2012. AIMS has not purchased coffee machines for the period 1 November 2012 to 31 January 2013.
2. One of these machines is not available for general usage – it provides coffee for official visitors. More generally, coffee machines that have been purchased are at the low to mid-price range and allow quick access to coffee and promote team interactions – both improvements to productivity. AIMS main facility is remotely located and the other sites do not have immediate access to coffee retail outlets.
3. Yes although not applicable to the AIMS headquarters which is a remote location.
4. The coffee machines are purchased from AIMS funds which are a mix of appropriation and external sources. Management or Team funds - mix of appropriation and external sources.
5. Please refer to SI-155 for information on maintenance of coffee machines for the period 1 July 2012 to 31 October 2013. AIMS had no maintenance spend for the period 1 November 2012 to 31 January 2013.
6. Coffee is usually purchased by staff based on a contribution.
7. No.
- 8–12. Not applicable.

AUSTRALIAN NUCLEAR SCIENCE AND TECHNOLOGY ORGANISATION (ANSTO)

1. Coffee machines generally cost less than ANSTO's threshold for capital assets and therefore no central register exists.
2. Staff morale and productivity.
3. Given the small number of coffee machine onsite, the correlation between coffee machines and staff productivity is not measured.
4. Coffee machines are purchased by individual business units. Purchases must be carried out in accordance with ANSTO's procurement policies and appropriate delegation for approval.
5. Individual business units are responsible for maintenance of coffee machines. Due to the small costs involved in maintenance, no central register exists.
6. Due to the small ongoing costs associated with coffee machines, including the cost of coffee, no central register exists.
7. No.
- 8–12. Not applicable.

AUSTRALIAN RESEARCH COUNCIL (ARC)

ARC has not purchased or rented any coffee machines for staff usage.

AUSTRALIAN SKILLS QUALITY AUTHORITY (ASQA)

1. Please refer to SI-155 for information on coffee machines as at 31 October 2012. ASQA has not purchased coffee machines for the period 1 November 2012 to 31 January 2013.
2. The coffee machines are used for official hospitality including conferences, inter-governmental and inter-agency meetings and staff amenity.
3. This has not been measured.
4. Corporate Services Funding.
5. No maintenance has been necessary to date.
6. There are no costs associated to the coffee machines. Staff using the machines provide their own coffee.
7. No.
- 8–12. Not applicable.

COMMONWEALTH SCIENTIFIC AND INDUSTRIAL RESEARCH ORGANISATION (CSIRO)

1. Please refer to SI-155 for information on coffee machines as at 31 October 2012.

In the period of 1 November 2012 to 31 January 2013 CSIRO has not reflected the acquisition of any coffee machines in its capital register noting that the threshold for capital assets is \$3000. Any coffee machine that may have been purchased by the CSIRO since 31 October 2012 will have cost less than the threshold for capital assets however, it is not the expectation of the CSIRO that there would be many, if any, coffee machines purchased during this period. A manual check of all purchase invoices across the whole of the CSIRO for the specified period would be required to identify transactions relevant to the items in question. This manual check would involve an unreasonable diversion of resources.
2. Not applicable.
3. Not applicable.
4. Not applicable.
5. Please refer to SI-155 for information on maintenance of coffee machines for the period 1 July 2012 to 31 October 2013. CSIRO had no maintenance spend for the period 1 November 2012 to 31 January 2013
6. Please refer to the response to question 1 and 5.

7. No.

8–12. Not applicable.

IP AUSTRALIA

IP Australia has not purchased or rented any coffee machines for staff usage.

TERTIARY EDUCATION QUALITY AND STANDARDS AGENCY (TEQSA)

TEQSA has not purchased or rented any coffee machines for staff usage.