

AET No.	No. of contained questions	Senator	Broad topic/ title	Question	Question Type	Hansard Page & Hearing Date OR Date Written Question Received	Agency OR Group
1-2	2	Milne	Taxation Payment to Murdoch	1) Since the \$880m payment to Murdoch has been made public has the Government, Treasury or Tax Office sought legal advice as to whether there are any further legal avenues to challenge the decisions in the High Court? If not, why not? 2) If the Tax Office did not seek legal advice from Solicitor General or other external legal sources, regarding whether or not to seek leave to appeal to the High Court re July 25th Federal Court decision, why not?	Written	28/02/2014	ATO
3-8	6	Dastyari	Multinational Tax	1. Has the Treasury conducted analysis on what the costs to the budget are from multinationals shifting profits into low tax countries? a. If not, why not? If so, how much is the cost to the budget bottom line of these tax minimising strategies? 2. Has the Treasury conducted analysis on which Australian industries are most affected by the competitive advantage that multinational companies achieve through tax avoidance by shifting profits to low tax countries? a. If not, why not? If so, which industries? 3. What industries are the most aggressive at reducing their tax liabilities in Australia? 4. What role is the Treasury playing in the G20 to reduce base-erosion and profit shifting? 5. What concrete measures would reduce the effectiveness of these tax avoidance strategies? 6. Does the recent News Corporation victory against the Tax Office highlight any areas that need to be reformed in terms of Australia's corporate tax base?	Written	28/02/2014	Revenue Group (RG)
9-13	5	Dastyari	ATO Job Cuts	1. Is there a positive relationship between the number of ATO compliance staff and the amount of revenue raised by Government? 2. Has Treasury modelled the relationship between number of compliance staff hired by the ATO and the amount of revenue raised? 3. What is the relationship between number of compliance staff hired and revenue raised by the ATO? E.g. if 100 new compliance staff are hired, how much additional revenue will be raised? 4. Will the reduction of 900 FTE by the ATO have a negative impact on revenue? 5. Has the Treasury investigated whether a reduction in compliance staff affects particular industries or business sizes more than others?	Written	28/02/2014	ATO
14-22	9	Dastyari	Closure of the AVO	1. Was the closure of the AVO subject to a cost-benefit analysis? 2. The Parliamentary Secretary indicated in his announcement that the AVO's revenue had declined due to technological changes. Can you outline what those changes are? 3. Would it have been possible to reduce costs so that the AVO could have continued to run at a profit? 4. Was consideration given to selling the AVO rather than simply closing it? If so, why was this approach not taken? 5. Does the reduction of staff at the AVO count towards the ATO's total 900 FTE staff reduction? 6. Did the ATO suggest to the Minister that the AVO be closed or did the closure occur at the direction of Parliamentary Secretary Ciobo or any other Minister? 7. What will happen to the employees of the AVO? Will they be redeployed within the ATO? 8. How many staff are expected to lose their jobs due to the closure of the AVO? 9. Does the AVO have contracts that run beyond June 2014? a. If so, what will occur with these contracts?	Written	28/02/2014	ATO
23-24	2	Williams	ATO Response Time	1. My office has received complaints about the Australian Tax Office being tardy in following complaints about non-payment of employee superannuation by employers. What is your standard response time? 2. My office raised one complaint with the ATO 18 months ago but still the matter lingers on. In that time, the business has changed hands and still the ATO has not resolved the matter. Do you believe this an acceptable situation?	Written	3/03/2014	ATO
25-26	2	Williams	Insurance Competition	1. The ACCC is currently considering whether to allow IAG to acquire Wesfarmers Insurance. There is already concern at a lack of proper competition in the insurance industry which has seen premiums rise. What do you see is the benefit to Australia of two insurance giants becoming one? 2. If the acquisition is approved, can the ACCC guarantee insurance premiums will not increase, particularly for primary producers, because of the reduced competition?	Written	3/03/2014	ACCC
27-28	2	Wright	deductible gift recipient status for government schools	1. What impediments currently exist, to government schools who wish to attain deductible gift recipient (DGR) status? a. Are these impediments nationally consistent? b. Does the government intend to review any such impediments? 2. What rules apply in relation to a government school receiving bequests?	Written	4/03/2014	Revenue Group (RG)
29	1	Eggleston	Commonwealth Bank takeover of Bankwest	1. At any point in 2012 or 2013, was a directive given to ASIC's Corporate Breach and Misconduct Analyst, Patrick Foran, or any other analyst or employee(s), instructing that person(s) to conduct a review of any kind into the Commonwealth Bank takeover of Bankwest? a. If so, what did the analysis entail (ie. the process)? b. Were submissions received? i. If so, who were those submissions from (ie. companies, consumers, government bodies, banks etc. (not specific names))? c. What was the outcome of Mr Foran's review? d. Did Mr Foran's review find a systemic issue of misconduct apparent with the Bankwest takeover? e. What other conclusion(s) did the analysis draw? f. What action(s) has ASIC taken or will it take? g. Please provide a copy of any report or findings.	Written	5/03/2014	ASIC
30-31	2	Ludwig	Deregulation Units	1. Please provide advice sent to departments regarding setting up of Deregulation Units 2. What costs are estimated for each department to implement Deregulation Units? a. If costs were not estimated for each department setting up a deregulation unit, why not?	Written	5/03/2014	Markets Group (MG)
32-39	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was ii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have been completed? Please list them.	Written	5/03/2014	Corporate Services Group (CSG)
40	1	Ludwig	Commissioned Reports	1) Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	Corporate Services Group (CSG)

41	1	Ludwig	Briefings for other parties	1. Have any briefings and/or provision of information been provided to Non-Government parties other than the Australian Labor Party? If yes, please include: a) How are briefings requests commissioned? b) What briefings have been undertaken? Provide details and a copy of each briefing. c) Provide details of what information has been provided and a copy of the information. d) Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed. e) How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification. f) Which Non-Government Parties or Independents, excluding the Australian Labor Party have requested briefings and/or information?	Written	5/03/2014	Corporate Services Group (CSG)
42-43	2	Ludwig	Appointments	1. Please detail any board appointments made from the Supplementary Budget Estimates in November 2013 to date. 2. What is the gender ratio on each board and across the portfolio?	Written	5/03/2014	Corporate Services Group (CSG)
44-45	2	Ludwig	Stationery Requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	Corporate Services Group (CSG)
46	1	Ludwig	Electronic Equipment	1. Other than phones, ipads or computers – please list the electronic equipment provided to the Minister's office since 7 September 2013. a. List the items b. List the items location or normal location c. List if the item is in the possession of the office or an individual staff member of minister, if with an individual list their employment classification level d. List the total cost of the items e. List an itemised cost breakdown of these items f. List the date they were provided to the office g. Note if the items were requested by the office or proactively provided by the department	Written	5/03/2014	Corporate Services Group (CSG)
47-50	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	Corporate Services Group (CSG)
51-52	2	Ludwig	Media Monitoring	1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses. 2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	Corporate Services Group (CSG)
53-55	3	Ludwig	Media training	1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date: a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided 2. For each service purchased from a provider listed under (1), 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 (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) 3. Where a service was provided at any location other than the department or 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 department or agency's incurred to use the location	Written	5/03/2014	Corporate Services Group (CSG)
56	1	Ludwig/ Wong	Communications Staff	1. For all departments and agencies, 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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?	Written	5/03/2014	Corporate Services Group (CSG)
57-58	2	Ludwig	Provision of equipment - ministerial	1. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs? a. Itemise equipment and cost broken down by staff or minister classification 2. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.	Written	5/03/2014	Corporate Services Group (CSG)
59	1	Ludwig	Christmas party costs	1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function	Written	5/03/2014	Corporate Services Group (CSG)
60-62	3	Ludwig	Computers	1. List the current inventory of computers owned, leased, stored, or able to be accessed by the Ministers office as provided by the department, listing the equipment cost and location and employment classification of the staff member that is allocated the equipment, or if the equipment is currently not being used 2. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 3. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	Written	5/03/2014	Corporate Services Group (CSG)
63-65	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	Corporate Services Group (CSG)

66-67	2	Ludwig	Travel costs - ministerial	<p>1. From 7 September 2013, detail all travel conducted by the Minister/parliamentary secretary</p> <p>a. List each location, method of travel, itinerary and purpose of trip;</p> <p>b. List the total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals), and;</p> <p>c. List the number of staff that accompanied the Minister/parliamentary secretary, listing the total costs per staff member, the class of airplane travelled, the classification of staff accompanying the Minister/parliamentary secretary.</p> <p>2. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	Macroeconomic Group (MEG)
68-69	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	Corporate Services Group (CSG)
70	1	Ludwig	Government payments of accounts	<p>1.</p> <p>a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	Corporate Services Group (CSG)
71-73	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	Corporate Services Group (CSG)
74-77	4	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. For each Minister and Parliamentary Secretary office, please detail total meeting spend from Supplementary Budget Estimates in November 2013 to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.</p> <p>3. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>4. For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs .</p>	Written	5/03/2014	Corporate Services Group (CSG)
78-85	8	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. For each Minister and Parliamentary Secretary office, please detail total hospitality spend from Supplementary Budget Estimates in November 2013 to date. Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>4. For each Minister and Parliamentary Secretary office, please detail total entertainment spend from Supplementary Budget Estimates in November 2013 to date. Detail date, location, purpose and cost of all events including any catering and drinks costs .</p> <p>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.</p> <p>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.</p> <p>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. h) 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.</p> <p>8. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	Corporate Services Group (CSG)
86-90	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased form a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	Corporate Services Group (CSG)
91-92	2	Ludwig	Staffing profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	Corporate Services Group (CSG)
93-97	5	Ludwig	Staffing Reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	Corporate Services Group (CSG)
98-100	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	Corporate Services Group (CSG)
101-102	2	Ludwig	Coffee Machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	Corporate Services Group (CSG)

103-104	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were sued? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	Corporate Services Group (CSG)
105-108	4	Ludwig	Corporate Cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	Corporate Services Group (CSG)
109	1	Ludwig	Taxi Costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	Corporate Services Group (CSG)
110	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	Corporate Services Group (CSG)
111-112	2	Ludwig	Credit Cards	1. Provide a breakdown for each employment classification that has a corporate credit card. 2. Please update details of the following: 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 since Supplementary Budget Estimates in November 2013? List staff classification and what the misuse was, and the action taken. e) What action is taken to prevent corporate credit card misuse?	Written	5/03/2014	Corporate Services Group (CSG)
113-117	5	Ludwig	Senate Estimates Briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	Corporate Services Group (CSG)
118-122	5	Ludwig	Question Time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	Corporate Services Group (CSG)
123-158	36	Ludwig	Freedom of Information	1) Can the department please outline the process it undertakes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second additional resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? 14) How long was the training conducted for? 15) How long was the training conducted for? 16) How long was the training conducted for? 17) How long was the training conducted for? 18) How long was the training conducted for? 19) How long was the training conducted for? 20) How long was the training conducted for? 21) How long was the training conducted for? 22) How long was the training conducted for? 23) How long was the training conducted for? 24) How long was the training conducted for? 25) How long was the training conducted for? 26) How long was the training conducted for? 27) How long was the training conducted for? 28) How long was the training conducted for? 29) How long was the training conducted for? 30) How long was the training conducted for? 31) How long was the training conducted for? 32) How long was the training conducted for? 33) How long was the training conducted for? 34) How long was the training conducted for? 35) How long was the training conducted for? 36) How long was the training conducted for?	Written	5/03/2014	Corporate Services Group (CSG)
159-160	2	Ludwig	Functions	1) Provide a list of the training conducted for the Minister, include: a) The guest list of each function b) The party or individual who initiated the request for the function c) The menu, program or list of proceedings of the function d) A list of drinks consumed at the function 2) Provide a list of the current wine, beer or other alcoholic beverages in stock or on order in the Minister's office	Written	5/03/2014	Corporate Services Group (CSG)
161-168	8	Ludwig	Red Tape Reduction	1) Please detail what structures, officials, offices, units, taskforce or other processes has the department dedicated to meeting the government's red tape reduction targets? a. What is the progress of that red tape reduction target? 2) How many officers have been placed in those units and at what level? 3) How have they been recruited? 4) What process was used for their appointment? 5) What is the total cost of this unit? 6) Do members of the unit have access to cabinet documents? 7) Lease list the security classification and date the classification was issued for each officer, broken down by APS or SES level, in the red tape reduction unit or similar body. 8) What is the formal name given to this unit/taskforce/team/workgroup or agency within the department?	Written	5/03/2014	Markets Group (MG)

169-170	2	Ludwig	Official Residences	<p>1) Provide a list of all formal functions conducted at any of the Official Residences, or for the Prime Minister's office or Prime Minister's Dining Room where it has been used in place of the official residences. Include:</p> <p>a. The guest list of each function, including if any ministerial staff attended</p> <p>b. The party or individual who initiated the request for the function</p> <p>c. The menu, program or list of proceedings of the function</p> <p>d. A list of drinks consumed at the function</p> <p>2) Provide a list of the current wine, beer or other alcoholic beverages in stock or on order at any of the official residences, or venues or offices acting as official residences.</p>	Written	5/03/2014	Macroeconomic Group (MEG)
171-176	6	Ludwig	Land Costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	Corporate Services Group (CSG)
177	1	Ludwig	Boards	<p>1. Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	Corporate Services Group (CSG)
178-180	3	Ludwig	Shared resources following MOG changes	<p>1. Following the Machinery of Government changes does the department share any goods/services/accommodation with other departments?</p> <p>2. What resources/services does the department share with other departments; are there plans to cease sharing the sharing of these resources/services?</p> <p>3. What were the costs to the department prior to the Machinery of Government changes for these shared resources? What are the estimated costs after the ceasing of shared resource arrangements?</p>	Written	5/03/2014	Corporate Services Group (CSG)
181	1	Ludwig	Department rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p>	Written	5/03/2014	Corporate Services Group (CSG)
182	1	Ludwig	Ministerial Motor vehicle	<p>a. What is the make and model?</p> <p>b. How much did it cost?</p> <p>c. When was it provided?</p> <p>d. Was the entire cost met by the department? If not, how was the cost met?</p> <p>e. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.</p> <p>f. Are these costs met by the department? If not, how are these costs met?</p> <p>g. Please provide a copy of the guidelines that determine if a minister is entitled to a motor vehicle.</p> <p>h. Have these guidelines changed since September 7, 2013? If so, please detail.</p> <p>i. Please provide a copy of the guidelines that determine how a minister is to use a motor vehicle they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.</p> <p>j. Have these guidelines changed since September 7, 2013? If so, please detail.</p>	Written	5/03/2014	Corporate Services Group (CSG)
183	1	Ludwig	Ministerial Staff vehicles (non-MoPS)	<p>1. Outside of MoPS Act entitlements, have any of the Minister's staff been provided with a motor vehicle? If so:</p> <p>a. What is the make and model?</p> <p>b. How much did it cost?</p> <p>c. When was it provided?</p> <p>d. Was the entire cost met by the department? If not, how was the cost met?</p> <p>e. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.</p> <p>f. Are these costs met by the department? If not, how are these costs met?</p> <p>g. Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.</p> <p>h. Have these guidelines changed since September 7, 2013? If so, please detail.</p> <p>i. Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.</p> <p>j. Have these guidelines changed since September 7, 2013? If so, please detail.</p>	Written	5/03/2014	Corporate Services Group (CSG)
184	1	Ludwig	Ministerial Pay outs	<p>1. How much has been spent on redundancy payments to staff employed by members of the Liberal or National Parties since 7 September 2013?</p> <p>a. List each item of expenditure, staffing level, employing member and cost</p>	Written	5/03/2014	Corporate Services Group (CSG)
185-189	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	Corporate Services Group (CSG)

190-194	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	Corporate Services Group (CSG)
195-196	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	Corporate Services Group (CSG)
197-198	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	Corporate Services Group (CSG)
199-200	2	Ludwig	Ministerial website	<p>1. How much has been spent on the Minister's website since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Who is responsible for uploading information to the Minister's website?</p> <p>a. Are any departmental staff required to work outside regular hours to maintain the Minister's website?</p>	Written	5/03/2014	Corporate Services Group (CSG)
201-205	5	Ludwig	Ministerial staff turnover	<p>1. List the current staffing allocation for each Minister and Parliamentary Secretary</p> <p>2. For each Minister or Parliamentary Secretary list the number of staff recruited, broken down by their staffing classification</p> <p>3. For each Minister or Parliamentary Secretary list the number of staff that have resigned, broken down by their staffing classification</p> <p>4. For each Minister or Parliamentary Secretary list the number of staff that have been terminated, broken down by their staffing classification</p> <p>5. For each Ministerial staff position, please provide a table of how many individual people have been engaged against each position since the swearing in of the Abbott Government, broken down by employing member and the dates of their employment</p>	Written	5/03/2014	Corporate Services Group (CSG)
206	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	Corporate Services Group (CSG)
207	1	Ludwig	Market Research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	Corporate Services Group (CSG)
208	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	Corporate Services Group (CSG)
209	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	Corporate Services Group (CSG)
210	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p>	Written	5/03/2014	Corporate Services Group (CSG)
211	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	Corporate Services Group (CSG)
212	1	Ludwig	Vending Machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	Corporate Services Group (CSG)
213	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	Corporate Services Group (CSG)

214-215	2	Ludwig	Engagement of Consultants by ASIC	<p>1. I refer to your answer to Question on Notice SBT 454 and 455, concerning the engagement of consultants by ASIC. You've detailed 11 consultancies, totalling over \$900 000. Can you first advise if there have been any additional consultants engaged since you provided this answer?</p> <p>2. You've engaged SJA Construction Services Pty Ltd for \$27 500 to perform what is listed as an "Air conditioning Consultants Contract". Can you explain to the committee what that is please?</p> <p>a. Does it involve the repair, maintenance or physical works done on the air conditioning system in your premises?</p> <p>b. Which premises is this work to be conducted?</p> <p>c. Surely you don't tender consultancies for all maintenance issues with your air conditioning system, who is the normal premises manager or building services staff for the maintenance of the building's air conditioning?</p> <p>d. This is listed as a limited tender, who made that decision? What policy determines the type of tender you engage for consultancies?</p> <p>e. How many other tenders have SJA Construction Services Pty Ltd been successful in gaining from ASIC?</p>	Written	5/03/2014	ASIC
216	1	Ludwig	SBT 500-504 - Hospitality and Entertainment	<p>1. I reference to question on notice SBT 500-504, I note that the ACCC has said they are unable to answer the question put to them. It is a question that has been easily answered by other far smaller agencies. It is again put to the ACCC to answer the original question put to them in Question on Notice 500-504.</p>	Written	5/03/2014	ACCC
217	1	Ludwig	SBT 470-471 - Meeting Costs	<p>1. I reference to question on notice SBT 470-471, I note that the ACCC has said that over \$32, 000 was spent on meeting costs. They have also stated that they are unable to answer the question put to them. It is a question that has been easily answered by other far smaller agencies. It is again put to the ACCC to answer the original question put to them in Question on Notice 470-471 to give transparency to use of taxpayers funds.</p>	Written	5/03/2014	ACCC
218	1	Ludwig	SBT 444-445 - Consultancies	<p>1. I reference to question on notice SBT 444-445, I note that the Treasury has replied in the form of an internet link that does not fully answer the question as put to them. I repeat the question put to Treasury in SBT 444-445 and ask them to reflect on the standing orders of the senate and provide a fulsome answer to the question put to them.</p>	Written	5/03/2014	Corporate Services Group (CSG)
219	1	Ludwig	SBT 733-734 - Credit Cards	<p>1. I refer to question on notice 733-734. Treasury has not answered the question as put to them. They were asked to provide a staff classification breakdown for credit card misuse and have not answered the question. The question is repeated for a full and correct answer as required by the Senate.</p>	Written	5/03/2014	Corporate Services Group (CSG)
220-227	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <p>a. the date they were ordered</p> <p>b. the date they commenced</p> <p>c. the minister responsible</p> <p>d. the department responsible</p> <p>e. the nature of the review</p> <p>f. their terms of reference</p> <p>g. the scope of the review</p> <p>h. Whom is conducting the review</p> <p>i. the number of officers, and their classification level, involved in conducting the review</p> <p>j. the expected report date</p> <p>k. the budgeted, projected or expected costs</p> <p>l. If the report will be tabled in parliament or made public</p> <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <p>a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names</p> <p>b. If so, please list their managing director and the board of directors or equivalent</p> <p>c. If yes, for each is the cost associated with their involvement, including a break down for each cost item</p> <p>d. If yes, for each, what is the nature of their involvement</p> <p>e. If yes, for each, are they on the lobbyist register, provide details.</p> <p>f. If yes, for each, what contact has the Minister or their office had with them</p> <p>g. If yes, for each, who selected them</p> <p>h. If yes, for each, did the minister or their office have any involvement in selecting them,</p> <p>i. If yes, please detail what involvement it was</p> <p>ii. If yes, did they see or provided input to a short list</p> <p>iii. If yes, on what dates did this involvement occur</p> <p>iv. If yes, did this involve any verbal discussions with the department</p> <p>v. If yes, on what dates did this involvement occur</p> <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <p>a. Please list them.</p> <p>b. What is the current cost to date expended on the reviews?</p> <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	ASIC
228	1	Ludwig	Commissioned Reports	<p>1 Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>	Written	5/03/2014	ASIC
229-230	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <p>a. Detail the items provided to the minister's office</p> <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	ASIC
231-234	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	ASIC
235	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	ASIC

236-238	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided</p> <p>2. For each service purchased form a provider listed under (1), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>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 department or agency's incurred to use the location</p>	Written	5/03/2014	ASIC
239	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?</p>	Written	5/03/2014	ASIC
240	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	ASIC
241-242	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	ASIC
243-245	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	ASIC
246-247	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	ASIC
248	1	Ludwig	Government payments of accounts	<p>1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	ASIC
249-251	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?</p>	Written	5/03/2014	ASIC
252-253	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	ASIC
254-258	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. h) 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	ASIC
259-263	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged</p> <p>2. For each service purchased form a provider listed under (d), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	ASIC
264-265	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	ASIC

266-270	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	ASIC
271-273	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	ASIC
274-275	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	ASIC
276-277	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	ASIC
278-281	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	ASIC
282	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	ASIC
283	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	ASIC
284-288	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	ASIC
289-293	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	ASIC

294-329	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second additional resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p>	Written	5/03/2014	ASIC
330-335	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	ASIC
336	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p>	Written	5/03/2014	ASIC
337	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p>	Written	5/03/2014	ASIC
338-342	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	ASIC
343-347	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	ASIC
348-349	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	ASIC
350-351	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	ASIC
352	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	ASIC

353	1	Ludwig	Multiple tenders	1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?	Written	5/03/2014	ASIC
354	1	Ludwig	Market research	1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted?	Written	5/03/2014	ASIC
355	1	Ludwig	Departmental upgrades	1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?	Written	5/03/2014	ASIC
356	1	Ludwig	Wine Coolers/Fridges	1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items	Written	5/03/2014	ASIC
357	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items	Written	5/03/2014	ASIC
358	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	ASIC
359	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	ASIC
360	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	ASIC
361-368	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was ii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	ACCC
369	1	Ludwig	Commissioned Reports	1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	ACCC
370-371	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	ACCC

372-375	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	ACCC
376	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	ACCC
377-379	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services</p> <p>b) an itemised cost breakdown of these services</p> <p>c) The number of employees offered these services and their employment classification</p> <p>d) The number of employees who have utilised these services and their employment classification</p> <p>e) The names of all service providers engaged</p> <p>f) the location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p>	Written	5/03/2014	ACCC
380	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>a) How many ongoing staff, the classification, the type of work they undertake and their location.</p> <p>b) How many non-ongoing staff, their classification, type of work they undertake and their location</p> <p>c) How many contractors, their classification, type of work they undertake and their location</p> <p>d) How many are graphic designers?</p> <p>e) How many are media managers?</p> <p>f) How many organise events?</p>	Written	5/03/2014	ACCC
381	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	ACCC
382-383	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	ACCC
384-386	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	ACCC
387-388	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	ACCC
389	1	Ludwig	Government payments of accounts	<p>1.</p> <p>a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	ACCC
390-392	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	ACCC
393-394	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	ACCC
395-399	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	ACCC

400-404	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	ACCC
405-406	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	ACCC
407-411	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	ACCC
412-414	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	ACCC
415-416	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	ACCC
417-418	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	ACCC
419-422	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	ACCC
423	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	ACCC
424	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	ACCC
425-429	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	ACCC
430-434	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	ACCC

435-470	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p>	Written	5/03/2014	ACCC
471-476	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	ACCC
477	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	ACCC
478	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	ACCC
479-483	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	ACCC
484-488	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff, the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	ACCC

489-490	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	ACCC
491-492	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	ACCC
493	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	ACCC
494	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	ACCC
495	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted?</p>	Written	5/03/2014	ACCC
496	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	ACCC
497	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	ACCC
498	1	Ludwig	Office plants	<p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	ACCC
499	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	ACCC
500	1	Ludwig	Vending machines	<p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	ACCC
501	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	ACCC

502-509	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	AOFM
510	1	Ludwig	Commissioned Reports	<p>1) Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	AOFM
511-512	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <ol style="list-style-type: none"> Detail the items provided to the minister's office How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date. 	Written	5/03/2014	AOFM
513-516	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>2. What newspaper subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>3. What magazine subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>4. What publications does your department/agency purchase?</p> <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	AOFM
517	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	AOFM
518-520	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <ol style="list-style-type: none"> Total spending on these services An itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged The location that this training was provided <p>2. For each service purchased from a provider listed under (1), please provide:</p> <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	AOFM
521	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <ol style="list-style-type: none"> How many ongoing staff, the classification, the type of work they undertake and their location. How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	AOFM
522	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	AOFM
523-524	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	AOFM

525-527	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	AOFM
528-529	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	AOFM
530	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	AOFM
531-533	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	AOFM
534-535	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	AOFM
536-540	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	AOFM
541-545	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	AOFM
546-547	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	AOFM
548-552	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	AOFM
553-555	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	AOFM
556-557	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	AOFM
558-559	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	AOFM
560-563	4	Ludwig	Corporate cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	AOFM

564	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	AOFM
565	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	AOFM
566-570	5	Ludwig	Senate estimates briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	AOFM
571-575	5	Ludwig	Question time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	AOFM
576-611	36	Ludwig	Freedom of Information	1) Can the department please outline the process it under goes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second addition resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? f. How does the training occur?	Written	5/03/2014	AOFM
612-617	6	Ludwig	Land costs	1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease? 2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included) 3. List the current assets, items or purse (buildings, facilities or other) on the land identified above. a. What is the current occupancy level and occupant of the items identified in (3)? b. What is the value of the items identified in (3)? c. What contractual or other arrangements are in place for the items identified in (3)? 4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease? 5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included). 6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	Written	5/03/2014	AOFM
618	1	Ludwig	Boards	1. For Departments and Agencies with Boards, Since September 7th 2013; a. how often has each board met, break down by board name; b. what travel expenses are provided; c. what is the average attendance at board meetings; d. how does the board deal with conflict of interest; e. what conflicts of interest have been registered; f. what remuneration is provided to board members; g. how does the board dismiss board members who do not meet attendance standards? h. Have any requests been made to ministers to dismiss board members since September 7, 2013? i. Please list board members who have attended less than 51% of meetings	Written	5/03/2014	AOFM
619	1	Ludwig	Departmental Rebranding	1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so: a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds? i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding. b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing: i. Signage. ii. Stationery (please include details of existing stationery and how it was disposed of). iii. Logos iv. Consultancy v. Any relevant IT changes. vi. Office reconfiguration. c. How was the decision reached to rename and/or rebrand the department?	Written	5/03/2014	AOFM

620-624	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department. 3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department. 4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department. 5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	AOFM
625-629	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	AOFM
630-631	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising 2. What government advertising is planned for the rest of the financial year? a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	AOFM
632-633	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost 2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	AOFM
634	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	AOFM
635	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	AOFM
636	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	AOFM
637	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	AOFM
638	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased</p>	Written	5/03/2014	AOFM
639	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased</p>	Written	5/03/2014	AOFM
640	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	AOFM
641	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased</p>	Written	5/03/2014	AOFM

642	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	AOFM
643-650	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was ii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	PC
651	1	Ludwig	Commissioned Reports	1 Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	PC
652-653	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	PC
654-657	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	PC
658	1	Ludwig	Media Monitoring	a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	PC
659-661	3	Ludwig	Media training	1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date: a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided 2. For each service purchased from a provider listed under (1), 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 (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) 3. Where a service was provided at any location other than the department or 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 department or agency's incurred to use the location	Written	5/03/2014	PC
662	1	Ludwig	Communications Staff	1. For all departments and agencies, 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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?	Written	5/03/2014	PC
663	1	Ludwig	Provision of equipment	1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.	Written	5/03/2014	PC

664-665	2	Ludwig	Computers	1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	Written	5/03/2014	PC
666-668	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	PC
669-670	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	PC
671	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?	Written	5/03/2014	PC
672-674	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	PC
675-676	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	PC
677-681	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	PC
682-686	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	PC
687-688	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	PC
689-693	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	PC
694-696	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	PC
697-698	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	PC
699-700	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	PC
701-704	4	Ludwig	Corporate cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	PC

705	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	PC
706	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	PC
707-711	5	Ludwig	Senate estimates briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	PC
712-716	5	Ludwig	Question time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	PC
717-752	36	Ludwig	Freedom of Information	1) Can the department please outline the process it under goes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second addition resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? f. How does the training proceed?	Written	5/03/2014	PC
753-758	6	Ludwig	Land costs	1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease? 2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included) 3. List the current assets, items or purse (buildings, facilities or other) on the land identified above. a. What is the current occupancy level and occupant of the items identified in (3)? b. What is the value of the items identified in (3)? c. What contractual or other arrangements are in place for the items identified in (3)? 4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease? 5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included). 6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	Written	5/03/2014	PC
759	1	Ludwig	Boards	1. For Departments and Agencies with Boards, Since September 7th 2013; a. how often has each board met, break down by board name; b. what level officer are provided;	Written	5/03/2014	PC
760	1	Ludwig	Departmental Rebranding	1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so: a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds? i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding. b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing: i. Signage. ii. Stationery (please include details of existing stationery and how it was disposed of). iii. Logos iv. Consultancy v. Any relevant IT changes. vi. Office reconfiguration. c. How was the decision reached to rename and/or rebrand the department?	Written	5/03/2014	PC

761-765	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department. 3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department. 4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department. 5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	PC
766-770	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	PC
771-772	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising 2. What government advertising is planned for the rest of the financial year? a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	PC
773-774	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost 2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	PC
775	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	PC
776	1	Ludwig	Multiple tenders	<p>1. How many tenders that were re-issued or issued multiple times since 7 September 2013? a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	PC
777	1	Ludwig	Market research	<p>a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	PC
778	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works</p>	Written	5/03/2014	PC
779	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	PC
780	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	PC
781	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	PC
782	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure</p>	Written	5/03/2014	PC
783	1	Ludwig	Legal Costs	<p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	PC

784-791	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	ABS
792	1	Ludwig	Commissioned Reports	<p>1 Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	ABS
793-794	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <ol style="list-style-type: none"> Detail the items provided to the minister's office How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date. 	Written	5/03/2014	ABS
795-798	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>2. What newspaper subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>3. What magazine subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>4. What publications does your department/agency purchase?</p> <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	ABS
799	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	ABS
800-802	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <ol style="list-style-type: none"> Total spending on these services An itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged The location that this training was provided <p>2. For each service purchased from a provider listed under (1), please provide:</p> <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	ABS
803	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide - in relation to all public relations, communications and media staff - the following:</p> <ol style="list-style-type: none"> How many ongoing staff, their classification, type of work they undertake and their location How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	ABS
804	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	ABS
805-806	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location costs</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	ABS

807-809	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	ABS
810-811	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	ABS
812	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	ABS
813-815	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	ABS
816-817	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	ABS
818-822	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	ABS
823-827	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	ABS
828-829	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	ABS
830-834	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	ABS
835-837	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	ABS
838-839	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	ABS
840-841	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	ABS
842-845	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	ABS

846	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	ABS
847	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	ABS
848-852	5	Ludwig	Senate estimates briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	ABS
853-857	5	Ludwig	Question time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	ABS
858-893	36	Ludwig	Freedom of Information	1) Can the department please outline the process it under goes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second addition resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? f. By whom was the training conducted?	Written	5/03/2014	ABS
894-899	6	Ludwig	Land costs	1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease? 2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included) 3. List the current assets, items or purse (buildings, facilities or other) on the land identified above. a. What is the current occupancy level and occupant of the items identified in (3)? b. What is the value of the items identified in (3)? c. What contractual or other arrangements are in place for the items identified in (3)? 4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease? 5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included). 6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	Written	5/03/2014	ABS
900	1	Ludwig	Boards	1. For Departments and Agencies with Boards, Since September 7th 2013; a. how often has each board met, break down by board name; b. what travel expenses are provided; c. what is the average attendance at board meetings; d. how does the board deal with conflict of interest; e. what conflicts of interest have been registered; f. what remuneration is provided to board members; g. how does the board dismiss board members who do not meet attendance standards? h. Have any requests been made to ministers to dismiss board members since September 7, 2013? i. Please list board members who have attended less than 51% of meetings	Written	5/03/2014	ABS
901	1	Ludwig	Departmental Rebranding	1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so: a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds? i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding. b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing: i. Signage. ii. Stationery (please include details of existing stationery and how it was disposed of). iii. Logos iv. Consultancy v. Any relevant IT changes. vi. Office reconfiguration. c. How was the decision reached to rename and/or rebrand the department?	Written	5/03/2014	ABS

902-906	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department. 3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department. 4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department. 5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	ABS
907-911	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	ABS
912-913	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising 2. What government advertising is planned for the rest of the financial year? a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	ABS
914-915	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost 2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	ABS
916	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or End of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	ABS
917	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	ABS
918	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified?</p>	Written	5/03/2014	ABS
919	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works?</p>	Written	5/03/2014	ABS
920	1	Ludwig	Wine Coolers/Fridges	<p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	ABS
921	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	ABS
922	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased</p>	Written	5/03/2014	ABS
923	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased</p>	Written	5/03/2014	ABS
924	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	ABS

925-932	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	ATO
933	1	Ludwig	Commissioned Reports	<p>1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	ATO
934-935	2	Ludwig	Stationery requirements	<ol style="list-style-type: none"> How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? Detail the items provided to the minister's office How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date. 	Written	5/03/2014	ATO
936-939	4	Ludwig	Media subscriptions	<ol style="list-style-type: none"> What pay TV subscriptions does your department/agency have? <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? What newspaper subscriptions does your department/agency have? <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? What magazine subscriptions does your department/agency have? <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? What publications does your department/agency purchase? <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	ATO
940	1	Ludwig	Media Monitoring	<ol style="list-style-type: none"> What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	ATO
941-943	3	Ludwig	Media training	<ol style="list-style-type: none"> In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date: <ol style="list-style-type: none"> Total spending on these services an itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged the location that this training was provided For each service purchased from a provider listed under (1), please provide: <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) Where a service was provided at any location other than the department or agency's own premises, please provide: <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	ATO
944	1	Ludwig	Communications Staff	<ol style="list-style-type: none"> For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: <ol style="list-style-type: none"> How many ongoing staff, the classification, the type of work they undertake and their location. How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	ATO
945	1	Ludwig	Provision of equipment	<ol style="list-style-type: none"> Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item. 	Written	5/03/2014	ATO
946-947	2	Ludwig	Computers	<ol style="list-style-type: none"> List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs 	Written	5/03/2014	ATO
948-950	3	Ludwig	Travel costs - department	<ol style="list-style-type: none"> From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel. 	Written	5/03/2014	ATO

951-952	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	ATO
953	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	ATO
954-956	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	ATO
957-958	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	ATO
959-963	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	ATO
964-968	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	ATO
969-970	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	ATO
971-975	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	ATO
976-978	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	ATO
979-980	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	ATO
981-982	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	ATO
983-986	4	Ludwig	Corporate cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	ATO
987	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	ATO

988	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	ATO
989-993	5	Ludwig	Senate estimates briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	ATO
994-998	5	Ludwig	Question time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	ATO
999-1034	36	Ludwig	Freedom of Information	1) Can the department please outline the process it undertakes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second additional resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? f. By whom was the training conducted?	Written	5/03/2014	ATO
1035-1040	6	Ludwig	Land costs	1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease? 2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included) 3. List the current assets, items or purse (buildings, facilities or other) on the land identified above. a. What is the current occupancy level and occupant of the items identified in (3)? b. What is the value of the items identified in (3)? c. What contractual or other arrangements are in place for the items identified in (3)? 4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease? 5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included). 6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	Written	5/03/2014	ATO
1041	1	Ludwig	Boards	1. For Departments and Agencies with Boards, Since September 7th 2013; a. how often has each board met, break down by board name; b. what travel expenses are provided; c. what is the average attendance at board meetings; d. how does the board deal with conflict of interest; e. what conflicts of interest have been registered; f. what remuneration is provided to board members; g. how does the board dismiss board members who do not meet attendance standards? h. Have any requests been made to ministers to dismiss board members since September 7, 2013? i. Please list board members who have attended less than 51% of meetings j. what have catering costs been for the board meetings held this year; is alcohol served;	Written	5/03/2014	ATO
1042	1	Ludwig	Departmental Rebranding	1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so: a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds? i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding. b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing: i. Signage. ii. Stationery (please include details of existing stationery and how it was disposed of). iii. Logos iv. Consultancy v. Any relevant IT changes. vi. Office reconfiguration. c. How was the decision reached to rename and/or rebrand the department? i. Who was involved in reaching this decision? ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.	Written	5/03/2014	ATO

1043-1047	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	ATO
1048-1052	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	ATO
1053-1054	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year? a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	ATO
1055-1056	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	ATO
1057	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	ATO
1058	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	ATO
1059	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	ATO
1060	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	ATO
1061	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	ATO
1062	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	ATO
1063	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	ATO

1064	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	ATO
1065	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	ATO
1066-1073	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <p>a. the date they were ordered</p> <p>b. the date they commenced</p> <p>c. the minister responsible</p> <p>d. the department responsible</p> <p>e. the nature of the review</p> <p>f. their terms of reference</p> <p>g. the scope of the review</p> <p>h. Whom is conducting the review</p> <p>i. the number of officers, and their classification level, involved in conducting the review</p> <p>j. the expected report date</p> <p>k. the budgeted, projected or expected costs</p> <p>l. If the report will be tabled in parliament or made public</p> <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <p>a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names</p> <p>b. If so, please list their managing director and the board of directors or equivalent</p> <p>c. If yes, for each is the cost associated with their involvement, including a break down for each cost item</p> <p>d. If yes, for each, what is the nature of their involvement</p> <p>e. If yes, for each, are they on the lobbyist register, provide details.</p> <p>f. If yes, for each, what contact has the Minister or their office had with them</p> <p>g. If yes, for each, who selected them</p> <p>h. If yes, for each, did the minister or their office have any involvement in selecting them,</p> <p>i. If yes, please detail what involvement it was</p> <p>ii. If yes, did they see or provided input to a short list</p> <p>iii. If yes, on what dates did this involvement occur</p> <p>iv. If yes, did this involve any verbal discussions with the department</p> <p>v. If yes, on what dates did this involvement occur</p> <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <p>a. Please list them.</p> <p>b. What is the current cost to date expended on the reviews?</p> <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	APRA
1074	1	Ludwig	Commissioned Reports	<p>1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>	Written	5/03/2014	APRA
1075-1076	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <p>a. Detail the items provided to the minister's office</p> <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	APRA
1077-1080	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	APRA
1081	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	APRA
1082-1084	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services</p> <p>b) an itemised cost breakdown of these services</p> <p>c) The number of employees offered these services and their employment classification</p> <p>d) The number of employees who have utilised these services and their employment classification</p> <p>e) The names of all service providers engaged</p> <p>f) the location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p>	Written	5/03/2014	APRA
1085	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>a) How many ongoing staff, the classification, the type of work they undertake and their location.</p> <p>b) How many non-ongoing staff, their classification, type of work they undertake and their location</p> <p>c) How many contractors, their classification, type of work they undertake and their location</p> <p>d) How many are graphic designers?</p> <p>e) How many are media managers?</p> <p>f) How many organise events?</p>	Written	5/03/2014	APRA

1086	1	Ludwig	Provision of equipment	1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.	Written	5/03/2014	APRA
1087-1088	2	Ludwig	Computers	1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	Written	5/03/2014	APRA
1089-1091	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	APRA
1092-1093	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	APRA
1094	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	APRA
1095-1097	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	APRA
1098-1099	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	APRA
1100-1104	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	APRA
1105-1109	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	APRA
1110-1111	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	APRA
1112-1116	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	APRA
1117-1119	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	APRA
1120-1121	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff usage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) How many documents (including all e-mail or copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also printed online?	Written	5/03/2014	APRA
1122-1123	2	Ludwig	Printing	2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	APRA
1124-1127	4	Ludwig	Corporate cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	APRA
1128	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	APRA
1129	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	APRA

1130-1134	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	APRA
1135-1139	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	APRA
1140-1175	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	APRA
1176-1181	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	APRA
1182	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	APRA
1183	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	APRA

1184-1188	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department. 3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department. 4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department. 5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	APRA
1189-1193	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	APRA
1194-1195	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising 2. What government advertising is planned for the rest of the financial year?</p>	Written	5/03/2014	APRA
1196-1197	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost 2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	APRA
1198	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	APRA
1199	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	APRA
1200	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	APRA
1201	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	APRA
1202	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	APRA
1203	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	APRA
1204	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	APRA
1205	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	APRA

1206	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	APRA
1207-1214	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <p>a. the date they were ordered</p> <p>b. the date they commenced</p> <p>c. the minister responsible</p> <p>d. the department responsible</p> <p>e. the nature of the review</p> <p>f. their terms of reference</p> <p>g. the scope of the review</p> <p>h. Whom is conducting the review</p> <p>i. the number of officers, and their classification level, involved in conducting the review</p> <p>j. the expected report date</p> <p>k. the budgeted, projected or expected costs</p> <p>l. If the report will be tabled in parliament or made public</p> <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <p>a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names</p> <p>b. If so, please list their managing director and the board of directors or equivalent</p> <p>c. If yes, for each is the cost associated with their involvement, including a break down for each cost item</p> <p>d. If yes, for each, what is the nature of their involvement</p> <p>e. If yes, for each, are they on the lobbyist register, provide details.</p> <p>f. If yes, for each, what contact has the Minister or their office had with them</p> <p>g. If yes, for each, who selected them</p> <p>h. If yes, for each, did the minister or their office have any involvement in selecting them,</p> <p>i. If yes, please detail what involvement it was</p> <p>ii. If yes, did they see or provided input to a short list</p> <p>iii. If yes, on what dates did this involvement occur</p> <p>iv. If yes, did this involve any verbal discussions with the department</p> <p>v. If yes, on what dates did this involvement occur</p> <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <p>a. Please list them.</p> <p>b. What is the current cost to date expended on the reviews?</p> <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	IGT
1215	1	Ludwig	Commissioned Reports	<p>1) Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>	Written	5/03/2014	IGT
1216-1217	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <p>a. Detail the items provided to the minister's office</p> <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	IGT
1218-1221	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	IGT
1222	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	IGT
1223-1225	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services</p> <p>b) an itemised cost breakdown of these services</p> <p>c) The number of employees offered these services and their employment classification</p> <p>d) The number of employees who have utilised these services and their employment classification</p> <p>e) The names of all service providers engaged</p> <p>f) the location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p>	Written	5/03/2014	IGT
1226	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>a) How many ongoing staff, the classification, the type of work they undertake and their location.</p> <p>b) How many non-ongoing staff, their classification, type of work they undertake and their location</p> <p>c) How many contractors, their classification, type of work they undertake and their location</p> <p>d) How many are graphic designers?</p> <p>e) How many are media managers?</p> <p>f) How many organise events?</p>	Written	5/03/2014	IGT
1227	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	IGT

1228-1229	2	Ludwig	Computers	1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	Written	5/03/2014	IGT
1230-1232	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	IGT
1233-1234	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	IGT
1235	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	IGT
1236-1238	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	IGT
1239-1240	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	IGT
1241-1245	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	IGT
1246-1250	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased form a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	IGT
1251-1252	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	IGT
1253-1257	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	IGT
1258-1260	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	IGT
1261-1262	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	IGT
1263-1264	2	Ludwig	Printing	2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	IGT

1265-1268	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	IGT
1269	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	IGT
1270	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	IGT
1271-1275	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	IGT
1276-1280	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	IGT
1281-1316	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	IGT
1317-1322	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	IGT
1323	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	IGT

1324	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	IGT
1325-1329	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	IGT
1330-1334	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	IGT
1335-1336	2	Ludwig	Government advertising	<p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	IGT
1337-1338	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	IGT
1339	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	IGT
1340	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	IGT
1341	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	IGT
1342	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	IGT
1343	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	IGT

1344	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?	Written	5/03/2014	IGT
1345	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	IGT
1346	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	IGT
1347	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	IGT
1348-1355	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was ii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	CGC
1356	1	Ludwig	Commissioned Reports	1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/ or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	CGC
1357-1358	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	CGC
1359-1362	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	CGC
1363	1	Ludwig	Media Monitoring	1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	CGC

1364-1366	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided</p> <p>2. For each service purchased form a provider listed under (1), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>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 department or agency's incurred to use the location</p>	Written	5/03/2014	CGC
1367	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?</p>	Written	5/03/2014	CGC
1368	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	CGC
1369-1370	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	CGC
1371-1373	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	CGC
1374-1375	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	CGC
1376	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? f) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? g) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	CGC
1377-1379	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender? a. If so, which ones and why?</p>	Written	5/03/2014	CGC
1380-1381	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	CGC
1382-1386	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	CGC
1387-1391	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged</p> <p>2. For each service purchased form a provider listed under (d), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	CGC
1392-1393	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	CGC
1394-1398	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	CGC

1399-1401	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	CGC
1402-1403	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff use since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	CGC
1404-1405	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected?	Written	5/03/2014	CGC
1406-1409	4	Ludwig	Corporate cars	1. How many cars are owned by each department/agency? a. Where is the car/s located? b. What is the car/s used for? c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date? 2. How many cars are leased by each department/agency? a. Where are the cars located? b. What are the cars used for? 3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date? 4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?	Written	5/03/2014	CGC
1410	1	Ludwig	Taxi costs	1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency. a. What are the reasons for taxi costs?	Written	5/03/2014	CGC
1411	1	Ludwig	Hire Costs	1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency. b) What are the reasons for hire car costs?	Written	5/03/2014	CGC
1412-1416	5	Ludwig	Senate estimates briefing	1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates? 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office? 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when did this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. c. When were the changes made? 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	Written	5/03/2014	CGC
1417-1421	5	Ludwig	Question time	1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	Written	5/03/2014	CGC
1422-1457	36	Ludwig	Freedom of Information	1) Can the department please outline the process it under goes to access Freedom of Information requests? 2) Does the department consult or inform the Minister when it receives Freedom of Information requests? a. If so, when? b. If so, how does this occur? 3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request? a. If so, when? b. If so, how does this occur? 5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request? a. If so, which departments or agencies? b. If so, when? c. If so, how does this occur? 6) What resources does the department commit to its Freedom of Information team? 7) List the staffing resources by APS level assigned solely to Freedom of Information requests 8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests 9) Does the department ever second addition resources to processing Freedom of Information requests? a. If so, please detail those resources by APS level 10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department? a. How does this differ to the number of officers designated as at 6 September 2013? 11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office? a. How does this differ to the number of officers designated as at 6 September 2013? 12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department? 13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department? a. Of the officers designated as decision makers within the department, how many have received formal training? b. Of the officers designated as decision makers within the department, how many have received informal training? c. How long after each officers appointment as a designated decision maker did they receive formal training? d. What did the training involve? e. How long was the training? f. By whom was the training conducted?	Written	5/03/2014	CGC
1458-1463	6	Ludwig	Land costs	1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease? 2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included) 3. List the current assets, items or purse (buildings, facilities or other) on the land identified above. a. What is the current occupancy level and occupant of the items identified in (3)? b. What is the value of the items identified in (3)? c. What contractual or other arrangements are in place for the items identified in (3)? 4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease? 5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included). 6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	Written	5/03/2014	CGC

1464	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	CGC
1465	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	CGC
1466-1470	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	CGC
1471-1475	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	CGC
1476-1477	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	CGC
1478-1479	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	CGC
1480	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	CGC
1481	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	CGC
1482	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	CGC
1483	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	CGC

1484	1	Ludwig	Wine Coolers/Fridges	1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?	Written	5/03/2014	CGC
1485	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?	Written	5/03/2014	CGC
1486	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	CGC
1487	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	CGC
1488	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	CGC
1489-1495	7	Ludwig	Ministerial Staff Code	1. Have there been any identified breaches of the Ministerial Staff Code of Conduct by the Minister, their office or the department? a. If so, list the breaches identified, broken by staffing classification level b. If so, what remedy was put in place to manage the breach? If no remedy has been put in place, why not? c. If so, when was the breach identified? By whom? When was the Minister made aware? 2. Can the Minister confirm that all ministerial and electorate officers in their office comply fully with the ministerial staff code of conduct? a. If not, how many staff don't comply, broken down by classification level? b. How long have they worked for the Minister? 3. Can you confirm they all complied with the code on the date of their employment? a. If not, on what date did they comply? 4. Can you confirm that all disclosures as required by the code were made to the government staffing committee? a. If so, on what date were those disclosure made? 5. By position title list the date each staff member was approved by government staff committee 6. Can you confirm all staff have divested themselves of any and all relevant shares as of the date of their appointment 7. Can you list by number if any staff have been granted exception by the SMOS to remain a director of a company as allowed by the Ministerial Staff Code of Conduct, break down by position level	Written	5/03/2014	Corporate Services Group (CSG)
1496	1	Ludwig	Ministerial Leave	1. Was the minister on leave at any point during the Christmas break (between the last sitting of parliament in 2013 and the first sitting in 2014)? If so: a. Please table a schedule of the ministers leave. Please include: i. The dates the minister was on leave. ii. The dates the minister was out of the country (if applicable). b. Who was acting in the minister's place? i. What date was it decided to have this person act in the minister's place? ii. What was the process for selecting this person? iii. Who was involved in making this decision? c. Were there any matters with which the department needed to make contact with the minister during this time? If so: i. Please provide a list of these matters and the date they occurred ii. Please provide a copy of any correspondence, emails, notes etc between the minister and the department during this time. iii. Were there any times that the department was aware that it would be unable to communicate with the minister? iv. Were there any times that the department tried to contact the minister but were unable? d. Were there any matters with which the department needed to make contact with the acting minister during this time? If so: i. Please provide a list of these matters and the date they occurred ii. Please provide a copy of any correspondence, emails, notes etc between the acting minister and the department during this time. iii. Were there any times that the department was aware that it would be unable to communicate with the acting minister? iv. Were there any times that the department tried to contact the acting minister but were unable? v. but were unable? e. Did the department contact the Minister or acting minister during this time? If so: i. Please provide a list of these matters and the date they occurred ii. Please provide a copy of any correspondence, emails, notes etc between the minister and or acting minister and the department during this time.	Written	5/03/2014	Corporate Services Group (CSG)
1497-1498	2	Ludwig	Australian Public Affairs	1. List all interactions between the department/agency with Australian Public Affairs since 7 September 2013. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting 2. List all interactions between the Minister/parliamentary Secretary and/or their offices with Australian Public Affairs since 7 September 2013. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting	Written	5/03/2014	Corporate Services Group (CSG)
1499	1	Whish-Wilson	Root and Branch Review of Competition Policy	1. In relation to the Government's commitment to a root and branch review of competition policy: a. How many officers from Treasury are working on the review and what are their classification levels? b. Have officers been seconded from other areas of Government? If so from which Government Departments and Agencies and what classification level are these staff? c. Have the terms of reference been finalised? If so what are they? d. Has the reference panel been appointed? If so who are the members of the panel? e. If so did which Minister/s signed off on the reference panel? f. What is the daily remuneration for members of the reference panel? g. How was the remuneration for panel members decided? a. How many days are they expected to work over the 2013-14 financial year? b. How many days are they expected to work over the 2014-15 financial? h. What is the travel budget for the reference panel? i. Are members of the panel permitted to fly business class? If so are they permitted to fly business class between Canberra and Sydney? j. What is the budget of the secretariat for travel? k. What is the budget of the secretariat for external consultancies? l. Has a website for the review been established? m. When is the review due to report to Government?	Written	6/03/2014	Markets Group (MG)

1500	1	Whish-Wilson	proceeds of crime investigation	<p>1. In relation to the Australian Securities and Investment Commission proceeds of crime investigation referred to the Australian Federal Police:</p> <p>a. In reference to the John Gay proceeds of crime investigation when did ASIC refer the case to the AFP?</p> <p>b. Was there meetings between ASIC and the AFP when the case was handed over and while the AFP conducted their investigations?</p> <p>i. If yes – how many meetings were there?</p> <p>c. When was ASIC informed by the AFP that the case they referred regarding John Gay had been dropped?</p> <p>d. Did the AFP provide reasoning to ASIC as why the case was dropped?</p> <p>d. The AFP has listed the time that had past since arrest as one reason why they didn't pursue the proceeds of crime action against John Gay</p> <p>i. Could ASIC have referred the case to the AFP earlier?</p> <p>e. Media reports state John Gay is going to apply to be for permission to be become a company director again. Is this a decision for ASIC?</p> <p>i. If yes – have you received an application to this effect?</p>	Written	6/03/2014	ASIC
1501-1505	5	Xenophon	Automotive Industry	<p>1. I refer to the Productivity Commission's position paper on Australia's Automotive Manufacturing Industry, which was released on 31 January 2014. On page 15 of the position paper, it is recommended that Australian, Victorian and South Australian government fleet purchasing policies that favour Australian-manufactured vehicles be removed. Can you please respond as to why you recommended that government fleets no longer favour vehicles which are manufactured in Australia by an Australian workforce?</p> <p>2. I now refer to pages 14-15 of the same position paper, and the sub-heading Should Toyota receive extra government assistance? It is the Commission's view that assistance with broader policy settings for Toyota and its supplier base would be more efficient than provision of additional industry-specific government assistance. Can you please expand on these recommended broader policy settings?</p> <p>3. Since the release of the most recent position paper, Toyota has announced that they would cease manufacturing motor vehicles in 2017. Given that the industry has had another massive change, can you indicate whether the Commission plans to continue the inquiry with particular focus on the automotive component manufacturers?</p> <p>4. I refer to the terms of reference of the inquiry, number two in particular, where the Commission states that they will examine international automotive industry assistance arrangements, including budgetary assistance provided by major and emerging automotive-producing countries. Whilst you have devoted 19 pages at Appendix B of the position paper to international assistance arrangements, can you advise why you have not addressed this in the main body of the position paper?</p> <p>5. On 4 November 2013, the Federal Chamber of Automotive Industries (FCAI) released their commissioned report by the Allen Consulting Group, which identified the impacts Australia will see if automotive manufacturing in Australia ceases. In particular, the report details spill-over effects which include to advanced manufacturing and R&D, and are recognised by chief executives of companies like Boeing, Rio Tinto and Coca-Cola Amatil. Can you advise if the Commission plans to seek evidence of the real benefits provided by the automotive industry to the broader economy in the form of spill-overs?</p>	Written	6/03/2014	PC
1506-1509	4	Xenophon	Wholesale Draught Beer	<p>I understand the ACCC has recently launched an investigation into the supply conditions within the wholesale draught beer market in Australia, and to understand how certain conduct may be affecting competition.</p> <p>1. Could you advise me of the status of this investigation? Have responses been received from major brewers? When is the expected completion of the investigation?</p> <p>2. What contact has the ACCC had with smaller brewers who are concerned about the difficulties of securing distribution agreements with pubs aligned to either of the big players, Lion and SABMiller?</p> <p>3. Is the ACCC investigating the discrepancies in rising costs of draught versus packaged beer?</p> <p>In 2011, Fosters was forced to pull tens of thousands of cartons of VB, Carlton Draught and Pure Blonde from Coles and Woolworths after learning of a blitz promotion to sell beer at \$28 a carton, below the \$33 a carton the brewer charged them for stock. And at one stage it was cheaper for independent retailers to purchase beer from Dan Murphy's rather than the brewery itself.</p> <p>4. Is the ACCC aware of any similar cases since then? What, if any, reports have been received by the ACCC about beer being cheaper at Dan Murnhy's than directly from breweries?</p>	Written	6/03/2014	ACCC
1510-1515	6	Xenophon	Fuel Dockets	<p>In regards to the ACCC decision to take Federal Court action against Coles and Woolworths over fuel shopper dockets schemes which offer 'bundled 8c and 14c' discounts.</p> <p>1. Can you ACCC advise of what declarations, costs and other orders it will be seeking?</p> <p>2. Had Coles and Woolworth's sought advice from the ACCC about whether these 'bundled' schemes would breach its undertaking to voluntarily limit fuel discounts that are linked to supermarket purchases to a maximum of 4 cents per litre?</p> <p>I also understand Woolworths has sought a declaration regarding a proposed future fuel discount offer which the ACCC has said it would consider a breach of its December shopper docket undertaking.</p> <p>3. Can the ACCC provide detail about this proposed discount offer?</p> <p>Regarding the ACCC's investigation into fuel dockets, I understand you have found that fuel savings offers could have long-term effects on the structure of the retail fuel markets, as well as the short-term effect of increasing general pump prices.</p> <p>4. Will the ACCC be making public the detailed findings of this investigation? Did the investigation find that Coles and Woolworths were engaging in anti-competitive behaviour?</p> <p>5. Has the ACCC given advice to Government on both the long and short-term effects of these offers? What recommendations have been given to address these effects?</p> <p>6. Has the ACCC analysed the effectiveness of divestiture laws in the United States and Europe? What were the results of these findings? To what extent can these outcomes be applied to Australia?</p>	Written	6/03/2014	ACCC
1516-1519	4	Xenophon	Misleading Brands	<p>I would like to ask questions in regards to issues brought to my attention by the Australian Sheepskin Association (ASA). I have also written to the ACCC on this matter who responded recently.</p> <p>The ASA has told me that many imported ugg boots have been presented on shop shelves without displaying their country of origin. While imported footwear is required to be marked with country of origin when arriving in the country, once it has been passed by customs, there are no longer any controls. This allows importers to remove country of origin labels before sale.</p> <p>1. Given the labelling requirement is administered by Customs, but can risk misleading consumers about the origin of goods, will the ACCC consult with customs on this matter?</p> <p>Furthermore, I am concerned about misleading 'Australianised' brand names in the industry. As mentioned in my correspondence, Intellectual Property Australia has approved names such as 'UGG Australia', owned Deckers Outdoor Corporation of California.</p> <p>2. In your letter to me on this issue, you have stated that the ACCC will be assessing the details of my correspondence regarding UGG Australia. Can you advise me of the process for assessing these matters?</p> <p>3. Can you advise of potential enforcement action that could take place?</p> <p>4. Does the ACCC consult with Intellectual Property Australia to stop approval of such names in the first place?</p>	Written	6/03/2014	ACCC
1520-1525	6	Xenophon	Price sharing arrangements in retail petrol industry	<p>1. In relation to the investigation into Price Sharing Arrangements, why can we not simply make the data available to the public providing complete transparency to solve the problem?</p> <p>2. Can the ACCC provide detail about any potential concerns about making the data available to the public?</p> <p>3. Up until 2007, the ACCC had serious concerns about the functioning of the WA FuelWatch service. I understand that that those concerns never went away. So, in addition to investigating the "Price Sharing System" is the ACCC also investigating the impacts of the WA FuelWatch system? If not, why not, as I understand that it is delivering very good profits for those who operate in Western Australia?</p> <p>4. Is the investigation about the Price Sharing system itself or is it about the conduct of the users of the system?</p> <p>5. Can you confirm that data that is obtained via the Informed Sources system is the basis for the community data feed to:</p> <p>a. MotorMouth – web site and smart phone app</p> <p>b. To all the motoring clubs – NRMA, RACV, RAA etc.</p> <p>c. To comparison web sites like ComparetheMarket.com.au</p> <p>d. Even television information services like CommSec on morning television</p> <p>e. The very prosecution of Oil Companies right now?</p> <p>6. In the event that, as a result of the ACCC investigation, the Price Sharing system is prohibited, what plans do the ACCC have for the provision of data to the Government, the ACCC itself or the motorist?</p>	Written	6/03/2014	ACCC
1526-1527	2	McLucas	National Housing Supply Council	<p>1. Is the government considering the re-establishment of the National Housing Supply Council or a similar federal mechanism?</p> <p>2. Has Treasury been contacted by the States and Territories, or the housing sector, expressing concern about the abolition of the National Housing Supply Council?</p>	Written	6/03/2014	Fiscal Group (FG)
1528	1	Wong	Staffing	<p>1. How many redundancies have occurred since 18 September 2013?</p> <p>How many are (a) voluntary (b) involuntary?</p>	Written	6/03/2014	Corporate Services Group (CSG)
1529-1531	3	Wong	Social Media Policy	<p>1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued.</p> <p>2. Does the department/agency monitor usage of social media?</p> <p>a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks).</p> <p>b. Has there been a change to the department/agency protocols due to staff usage?</p> <p>c. If no, why not? Will the department/agency monitor usage in the future?</p> <p>3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)</p>	Written	6/03/2014	Corporate Services Group (CSG)
1532	1	Wong	Payment of Bills	<p>1. From 18 September to date*, has the department/agency paid its accounts to contractors/consultants etc. in accordance with Government policy in terms of time for payment (i.e. within 30 days)?</p> <p>a. If not, why not? 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)</p> <p>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 portfolio/department agency for the current financial year and the previous financial year?</p> <p>c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	6/03/2014	Corporate Services Group (CSG)
1533-1535	3	Wong	Training for Ministers and Parliamentary Secretaries	<p>1. From 18 September to date*, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>2. From 18 September to date*, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>3. From 18 September to date*, how much has been spent on training designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.</p>	Written	6/03/2014	Corporate Services Group (CSG)
1536	1	Wong	Office locations	<p>1. Please provide a list of all office locations for all departments and agencies within the portfolio by:</p> <p>a. Department/Agency;</p> <p>b. Location;</p> <p>c. Leased or Owned;</p> <p>d. Size;</p> <p>e. Number of staff at each location and classification;</p> <p>f. If rented, the amount and breakdown of rent per square metre;</p> <p>g. If owned, the value of the building;</p> <p>h. Depreciation of buildings that are owned;</p> <p>3. I. Type of functions and work undertaken.</p>	Written	6/03/2014	Corporate Services Group (CSG)
1537	1	Wong	Staffing	<p>1. How many redundancies have occurred since 18 September 2013?</p> <p>How many are (a) voluntary (b) involuntary?</p>	Written	6/03/2014	ASIC

1538-1540	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	ASIC
1541	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	ASIC
1542	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. I. Type of functions and work undertaken.	Written	6/03/2014	ASIC
1543	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	PC
1544-1546	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	PC
1547	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	PC
1548	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. I. Type of functions and work undertaken.	Written	6/03/2014	PC
1549	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	ACCC
1550-1552	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	ACCC
1553	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	ACCC
1554	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. I. Type of functions and work undertaken.	Written	6/03/2014	ACCC
1555	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	AOFM
1556-1558	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	AOFM
1559	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	AOFM
1560	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. I. Type of functions and work undertaken.	Written	6/03/2014	AOFM
1561	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	ABS

1562-1564	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	ABS
1565	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	ABS
1566	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. l. Type of functions and work undertaken.	Written	6/03/2014	ABS
1567	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	ATO
1568-1570	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	ATO
1571	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	ATO
1572	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. l. Type of functions and work undertaken.	Written	6/03/2014	ATO
1573	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	APRA
1574-1576	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	APRA
1577	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	APRA
1578	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. l. Type of functions and work undertaken.	Written	6/03/2014	APRA
1579	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	IGT
1580-1582	3	Wong	Social Media Policy	1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued. 2. Does the department/agency monitor usage of social media? a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks). b. Has there been a change to the department/agency protocols due to staff usage? c. If no, why not? Will the department/agency monitor usage in the future? 3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	6/03/2014	IGT
1583	1	Wong	Payment of Bills	1. From 18 September to date*, has the department/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? 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 portfolio/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?	Written	6/03/2014	IGT
1584	1	Wong	Office locations	1. Please provide a list of all office locations for all departments and agencies within the portfolio by: a. Department/Agency; b. Location; c. Leased or Owned; d. Size; e. Number of staff at each location and classification; f. If rented, the amount and breakdown of rent per square metre; g. If owned, the value of the building; h. Depreciation of buildings that are owned; 3. l. Type of functions and work undertaken.	Written	6/03/2014	IGT
1585	1	Wong	Staffing	1. How many redundancies have occurred since 18 September 2013? How many are (a) voluntary (b) involuntary?	Written	6/03/2014	CGC

1586-1588	3	Wong	Social Media Policy	<p>1. Have there been any changes to department/agency social media protocols relating to staff access and usage of YouTube, online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since the February 2013 Additional Budget Estimates? If yes, please explain and provide copies of any advice that has been issued.</p> <p>2. Does the department/agency monitor usage of social media?</p> <p>a. If yes, provide details of the usage (for example details could include average hours per employee hours when usage peaks).</p> <p>b. Has there been a change to the department/agency protocols due to staff usage?</p> <p>c. If no, why not? Will the department/agency monitor usage in the future?</p> <p>3. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)</p>	Written	6/03/2014	CGC
1589	1	Wong	Payment of Bills	<p>1. From 18 September to date*, has the department/agency paid its accounts to contractors/consultants etc. in accordance with Government policy in terms of time for payment (i.e. within 30 days)?</p> <p>a. If not, why not? 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)</p> <p>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 portfolio/department agency for the current financial year and the previous financial year?</p> <p>c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	6/03/2014	CGC
1590	1	Wong	Office locations	<p>1. Please provide a list of all office locations for all departments and agencies within the portfolio by:</p> <p>a. Department/Agency;</p> <p>b. Location;</p> <p>c. Leased or Owned;</p> <p>d. Size;</p> <p>e. Number of staff at each location and classification;</p> <p>f. If rented, the amount and breakdown of rent per square metre;</p> <p>g. If owned, the value of the building;</p> <p>h. Depreciation of buildings that are owned;</p> <p>3. I. Type of functions and work undertaken.</p>	Written	6/03/2014	CGC
1591	1	Wong	Update on Trio investigation	Can ASIC please provide the committee with a further detailed update on enforcement actions taken in the case of the collapse of Trio Capital, following ASIC's last update to this committee?	Written	6/03/2014	ASIC
1592	1	Wong	Update on Trio investigation	Has further advice been sought from the Government on options to provide further financial or other assistance to those who have lost savings with this collapse? If so, when?	Written	6/03/2014	Markets Group (MG)
1593-1595	3	Wong	Corporate Investigations and Prosecutions	<p>1. How many investigations are currently ongoing regarding "corporate crime"?</p> <p>a. What types of "corporate crime" are being investigated?</p> <p>b. Of these investigations, how many concern allegations of bribery?</p> <p>2. Regarding investigations in the last five years, could you please provide a table including the type/s of investigations, date they were commenced, date they were completed, offences that behaviour related to and what the outcome of the investigation was?</p> <p>3. How many investigations have resulted in a referral to the Commonwealth Director of Public Prosecutions in the last five years? Please outline this in table format, for each year.</p>	Written	6/03/2014	ASIC
1596-1600	5	Wong	Enforcement of Future of Financial Advice Reforms & Response to Government changes	<p>1. Have ASIC sought legal advice on whether the ASIC statement on non-enforcement regarding FOFA reforms under consideration of the Government provides protection to any financial planner that breaches the current FOFA law?</p> <p>2. Has ASIC undertaken any assessment of whether that Statement will increase the changes of a breach of the law?</p> <p>3. Can ASIC please provide the committee with copies of any advice or memos [prepared for internal purposes only, not advice to Government] regarding the Government's proposed regulatory and legislative amendments to the FOFA laws.</p> <p>4. In relation to the Government's announced changes:</p> <p>a. What kind of activity would typically be provided as general advice?</p> <p>b. What kind of activity is typically provided as personal advice?</p> <p>c. Is it easy to always draw the line between general and personal advice?</p> <p>d. Can you engage in selling a product through general advice?</p> <p>e. How many people are able to provide personal advice in Australia?</p> <p>f. How many people provide general advice?</p> <p>g. If commissions were payable on general advice, how would you police it to ensure that there is not mis-selling through general advice? Would you have the resources currently to be able to effectively resource the enforcement of general advice if problems were to emerge?</p> <p>h. From your enforcement work, before FOFA, was it typical for general advice providers to be paid commissions or other conflicted remuneration? That is, were bank tellers paid commissions or incentives to sell product through general advice? What about financial planners? Call centre operators involved in direct sales? Providers of seminar services? Online providers?</p> <p>i. If general advice is exempted, is it your understanding that this would allow commissions to be paid on complex products? Has there been any problems in the past with complex products being sold through direct/general advice channels?</p> <p>j. What are the protections for consumers when general advice is provided – are they told if a commission is being paid in relation to the product they are being encouraged to buy?</p> <p>Conflicted remuneration</p> <p>5. In your experience in regulating the financial planning industry, how significant a factor is conflicted remuneration in poor quality advice?</p> <p>a. What other factors cause poor advice?</p>	Written	6/03/2014	ASIC
1601-1609	9	Wong	Enforcement of Future of Financial Advice Reforms & Response to Government changes (Continued)	<p>Best Interests Duty</p> <p>6. In your experiences of regulating the industry, what is your understanding of the delivery of scaled forms of advice? Is there evidence of increased provision of limited forms of advice in recent years?</p> <p>7. Is lack of trust and confidence in financial advisers a contributing factor in the 4 out of 5 Australians who don't seek advice?</p> <p>8. So the issue of ensuring that consumers can trust that advice is impartial and in their best interests is a critical factor in increasing Australians preparedness to utilise advisers?</p> <p>9. Is it possible under the current BID (pre-Government changes) to provide a limited piece of advice? Does the adviser have to do a full fact find? How do they limit the advice and act in the client's best interests?</p> <p>10. What do you think the current (g) limb of the BID duty requires an adviser to do?</p> <p>Regulatory Impact Statement/Advice to Government</p> <p>11. Was your advice sought on the consumer impact of the FoFA Streamlining changes?</p> <p>Best Interests Duty Changes</p> <p>12. It has been reported that the legislative changes were overstated because financial advisers are already subject to a 'fiduciary duty' at common law.</p> <p>13. In your regulatory activity, do you think that financial planning practice adheres to a fiduciary duty? Do compliance processes assume the need to adhere to a common law fiduciary duty?</p> <p>14. Is there a risk that if there is a legislative duty which sets a planner's responsibility at a lower level than a fiduciary or best interests obligation, this could create a tension in the law? Could this open up the risk of legal uncertainty?</p>	Written	6/03/2014	ASIC
1610-1618	9	Wong	Productivity Commission	<p>1. Please outline who is currently on the Commission (as a Full or Part-time Commissioner), when they were appointed, when their term expires.</p> <p>2. Are there currently any vacancies on the Commission?</p> <p>3. Are there enough resources at the PC to support the workload the Government is providing the PC?</p> <p>4. How many inquiries did the PC have underway before 7 September?</p> <p>5. How many references has the current Government given the PC? What is the resourcing and staff requirements for each of these?</p> <p>6. How many more references is the PC expecting given the Government's election commitments?</p> <p>7. What additional resources will the PC be given for this significant increase in workload?</p> <p>8. Are any officials from the PC on secondment to the Commission of Audit?</p> <p>9. Can you provide an update on progress with the reference the Government has given to you on the car industry?</p>	Written	6/03/2014	PC
1619	1	Wong	Parliamentary Questions on Notice	<p>1. I refer to questions in writing (Numbers 24-38) that appear on the House of Representatives Notice paper from Monday 24 February, from the Member for McMahon to the Treasurer concerning a range of policy matters.</p> <p>a. Has Treasury sent draft answers to any or all of these questions to the Treasurer's office?</p> <p>b. What date were these drafts sent up and what question numbers were drafts sent up for?</p>	Written	6/03/2014	Corporate Services Group (CSG)
1620	1	Wong	Senate Estimates Questions on Notice	<p>1. I refer to the questions on notice for Treasury from the Supplementary Budget Estimates 2013-14 (November 2013).</p> <p>A. Could Treasury please provide, by question number, a list on which questions Treasury provided draft answers to the Treasurer's office on, and subsequently the Treasurer's office either made or requested changes to Treasury's draft answers?</p>	Written	6/03/2014	Corporate Services Group (CSG)
1621	1	Wong	Short term contracts	<p>1. What Treasury officials have been seconded on short term contracts to the Treasurer's office?</p> <p>A. Are they MOPS staff or on the Treasury payroll?</p>	Written	6/03/2014	Corporate Services Group (CSG)
1622	1	Wong	International Travel	<p>1. Since the last update Treasury provided this Committee with (November 2013):</p> <p>a. How many official overseas visits has the Treasurer had since taking office? Which dates/countries?</p> <p>b. For each overseas visit, how many of his personal staff attended? Did any Departmental Liaison Officers attend either as part of the Treasurer's or the Treasury's delegation?</p> <p>c. Where did the Treasurer stay?</p>	Written	6/03/2014	Macroeconomic Group (MEG)
1623-1629	7	Wong	Competition Laws Review	<p>1. Where are we up to with the 'root and branch' review of competition laws?</p> <p>2. Would this review cover the Australian Consumer Law?</p> <p>3. Who will conduct this review? Is Mr Frank Zumbo being considered as a candidate to be on the review panel?</p> <p>4. What role will the ACCC play in the competition review?</p> <p>5. When does the government expect to complete the review?</p> <p>6. Will the review examine splitting the ACCC?</p> <p>7. Has the government conducted any initial consultations regarding the review? If so, with whom? When did these consultations occur?</p>	Written	6/03/2014	Markets Group (MG)

1630-1634	5	Wong	Review into Taxation	<p>1. Where is the Review into Taxation more broadly up to?</p> <p>2. Will all Federally-levied taxes – direct and indirect – be included in this review?</p> <p>3. Will the GST be included in this review?</p> <p>4. Have you been given any advice in relation to the scope of the GST review?</p> <p>5. Will this review have a secretariat inside or out of Treasury?</p>	Written	6/03/2014	Revenue Group (RG)
1635-1638	4	Wong	Small Business Growth	<p>Referring to the Government's election commitment on the growth rate in the number of small businesses: "We will achieve an annual growth rate in the numbers of small businesses of 1.5 per cent – the same rate the Howard Government was achieving. We will then be adding more than 30,000 new small businesses each year. That's double the rate achieved under the current government."</p> <p>1. Is the Government on track to achieve this promise?</p> <p>2. What statistical data sets are used to measure progress towards this promise?</p> <p>3. Since the election (September 7, 2013), what is the growth rate for small businesses?</p> <p>4. Since the election (September 7, 2013), how many small businesses have been added?</p>	Written	6/03/2014	Markets Group (MG)
1639-1642	4	Wong	Changes to the Future of Financial Advice laws - RIS	<p>1. Which stakeholder groups, or research prepared by other parties, did Treasury refer to/consult with in preparation of the Regulatory Impact Statement (RIS)?</p> <p>2. The RIS states an implementation saving of \$87.7m and an ongoing saving of \$191.3m, and states that may of the changes will have no material impact on consumers. Given the large amounts of media reports pointing out that the changes will allow conflicted remuneration to be paid to advisers, does Treasury still consider the many of these changes will have little material impact on consumers?</p> <p>3. Has Treasury conducted modelling on how much extra revenue will be earned by the industry through the introduction of conflicted remuneration? If not, why not?</p> <p>4. How much of the ongoing savings to advisers of \$191.3m does Treasury anticipate will be passed back to consumers?</p>	Written	6/03/2014	Markets Group (MG)
1643-1650	8	Wong	Changes to FOFA	<p>1. What kind of activity would typically be provided as general advice?</p> <p>2. What kind of activity is typically provided as personal advice?</p> <p>3. What distinction would one usually draw between general and personal advice?</p> <p>4. Is it possible to engage in selling a product through general advice?</p> <p>5. How many people are providing personal advice in Australia?</p> <p>6. How many people are providing general advice?</p> <p>7. Before the FOFA laws, was it typical for general advice providers to be paid commissions or other conflicted remuneration?</p> <p>8. If general advice is exempted, is it your understanding that this would allow commissions to be paid on complex products?</p>	Written	6/03/2014	Markets Group (MG)
1651-1664	14	Wong	Future of Financial Advice reforms	<p>FoFA – ASIC involvement</p> <p>1. Can you describe the extent of the involvement Treasury has had with ASIC in consulting on the proposed changes to FoFA?</p> <p>2. Did they flag any concerns about the proposed changes to the Best Interests Duty and changes to conflicted remuneration?</p> <p>3. To be specific did ASIC flag any concerns with their ability to enforce the proposed changes? (implementation not policy)</p> <p>FoFA – consultation</p> <p>4. Prior to the release of the exposure draft legislation and regulations did Treasury receive any submissions from industry about specific drafting changes to the existing laws (by this I mean suggested amendments to the law not general commentary on policy matters). If so who provided such submissions?</p> <p>Options Stage Regulatory Impact Statement (RIS)</p> <p>5. Can you explain in more detail how the estimated cost savings to businesses in the options stage RIS were calculated?</p> <p>6. Who in the industry was approached, and what information was sought?</p> <p>7. How was the information verified?</p> <p>8. Will these savings be passed on to consumers, retained by the businesses, or flow back to shareholders? How will this be monitored, and will it be enforced?</p> <p>9. Are there any potential consumer costs from the measures?</p> <p>10. Wouldn't such potential costs be important for decision makers?</p> <p>11. A number of the proposed measures re-permit currently prohibited remuneration (eg: general advice, commissions on group risk in super, extending grandfathering) – has Treasury estimated what the value of these might be worth?</p> <p>12. Who would pay for these remuneration streams? What is the incidence (shareholders? consumers?);</p> <p>13. All things being equal would the availability of these (currently prohibited) revenue streams increase or reduce prices for consumers?</p> <p>14. For investment products would they tend increase or reduce investment returns?</p>	Written	6/03/2014	Markets Group (MG)
1665-1666	2	Wong	Fiscal Strategy	<p>In regards to the 'budget emergency' referred to a number of times by the Treasurer:</p> <p>1. What is the Government's published medium-term fiscal strategy?</p> <p>2. What are the Government's published fiscal rules?</p>	Written	6/03/2014	Fiscal Group (FG)
1667-1671	5	Wong	Drip Pricing	<p>On 21 Feb the ACCC released its 2014 Compliance and Enforcement Policy which outlines the priority areas for the year ahead. I refer to your announcement about 'drip pricing'.</p> <p>1. How widespread are these practices? Which sort of vendors are the focus of investigations? Are we talking about ticket vendors mainly?</p> <p>2. Has the ACCC spoken to these companies informally about their concerns before now? Are these long standing concerns the ACCC has had?</p> <p>3. What sort of actions is the ACCC looking to take in the near future?</p> <p>4. Under which part of the Competition and Consumer Act will the ACCC be taking action under? Would the ACCC for example take action under the clarity in pricing provisions of the Australian Consumer Law?</p> <p>5. As an aside question, given the announcement on price monitoring for the carbon tax removal, has the ACCC set-up a dedicated 'special unit' to focus on this area? When was that set-up? If it hasn't been set-up, when will it?</p>	Written	6/03/2014	ACCC
1672-1677	6	Wong	Unfair Contract Terms	<p>Following the passage of the Australian Consumer Law and the Unfair Contract Terms provision, specifically in relation to penalty fees in consumer credit contracts:</p> <p>1. For 2012-13 and 2013-to-date, how many consumer complaints has the ASIC received concerning penalty fees (including but not limited to exit, over limit or overdrawn, ATM, late payment fees);</p> <p>2. What guidance has been issued for the financial services sector in relation to penalty fees?</p> <p>3. What forms of penalty fees and particular consumer credit contracts does ASIC remain concerned about?</p> <p>4. What enforcement action has ASIC taken against penalty fees under the auspices of the UCT? Has ASIC sought to seek declarations that particularly classes of penalty fees are invalid?</p> <p>5. Across the financial services sector, what behavioural changes has ASIC noticed over the last few years from financial services companies in relation to inserting penalty fee clauses in consumer credit contracts?</p> <p>6. What types of consumer credit contracts and penalty fees does ASIC still have concerns about?</p>	Written	6/03/2014	ASIC
1678-1679	2	Moore	Australian Charities and Not-for-profits Commission	<p>1. Is the government going to respond to the report of the Not-for-profit Sector Tax Concessions Working Group ?</p> <p>2. Is the government going to respond to the Corporations and Markets Advisory Committee report into charitable trusts which called for stewardship reviews to ensure charitable funds are being used for charitable purposes?</p>	Transferred	13/03/2014	Revenue Group (RG)
1680	1	Bushby	National Partnership on Homelessness	<p>1. Did the former Government have any agreements in place to continue funding for the National Partnership on Homelessness beyond 30 June 2014? If so, how or where was this evidenced?</p>	Written	7/03/2014	Fiscal Group (FG)
1681	1	Bushby	Stronger super reforms	<p>1. The annual Best Practice Regulation Report for 2011-12 shows an exceptional circumstances claim was made for not doing a Regulatory Impact Statement for Stronger Super Reforms – Extension of the date by which trustees will be required to transfer the balance of default funds into MySuper products.</p> <p>a. What were the circumstances that led to an exception claim?</p> <p>b. Can Treasury advise if the legislation/regulation was developed under tight time pressures? If so, how did these pressures arise? Was there hurried decision-making or political pressures applying to these specific cases?</p> <p>c. Can Treasury advise how much work would have been done to do a proper RIS?</p> <p>d. If a RIS was done, is it the judgment of Treasury that there could have been either a major or unnecessary impact on parts of the community?</p>	Written	7/03/2014	Markets Group (MG)
1682	1	Bushby	Productivity Commission inquiry into national disaster funding arrangements	<p>1. On 20th December the Minister for Justice and the Treasurer announced the intention to establish a Productivity Commission inquiry into national disaster funding arrangements.</p> <p>a. Can Treasury expand on the media release and explain why this review needs to happen?</p> <p>b. Can Treasury outline if the current arrangements are unsustainable in relation to the budget?</p> <p>c. Can Treasury provide an update of how the inquiry is progressing, and specifically advise if the States and Territories have been written to?</p> <p>d. Can Treasury advise how much funding the Commonwealth provides for disaster relief and recovery compared to disaster mitigation?</p> <p>e. Can the Treasury outline what the benefits would be to communities if there was a refocus on mitigation?</p> <p>f. Can the Treasury outline what the potential benefits of a refocus on mitigation would be for the long term sustainability of the budget?</p>	Written	7/03/2014	
1683-1686	4	Bushby	Mining Tax Advertising Campaign	<p>1. Can the ATO provide the details of any findings from any post-implementation reviews that have been carried out of campaign advertising in support of the Mining Tax, either as a stand-alone exercise or as part of a PIR of mining tax implementation?</p> <p>2. Can the ATO advise on what basis the Mining Tax advertising campaign was exempted from the Commonwealth's advertising guidelines?</p> <p>3. Can the ATO advise what was the involvement of other agencies in relation to clearance of this campaign?</p> <p>4. What was the involvement of the ATO in design of the campaign and to what extent were external resources used for the design of the campaign?</p>	Written	7/03/2014	ATO
1687	1	Bushby	'Your Money your future' advertising campaign	<p>1.</p> <p>a. What was necessitous about the major advertising campaigns the ATO ran in 2012-13 and in the lead-up to the election?</p> <p>b. For each of those campaigns, why were they suited to television or other broadcast forms of media rather than suited to narrowcast messaging – for instance through correspondence or other targeted channels?</p> <p>c. What was the expense of each of those campaigns? Did these campaigns provide any measurable return on investment?</p> <p>d. What was the involvement of other agencies in relation to clearance of this campaign?</p> <p>e. What was the involvement of the ATO in design of the campaign and what external resources were involved in design of the campaign?</p>	Written	7/03/2014	ATO
1688-1690	3	Bushby	Australian Valuation Office	<p>1. Can the AVO outline what market changes have affected the organisation's viability?</p> <p>2. Can the AVO advise when a fall in demand for AVO services occurred?</p> <p>3. Can the AVO advise if there is a highly skilled private market of valuers whose skilled work supports a number of industries including Australia's world class banking and property industries?</p>	Written	7/03/2014	ATO

1691-1696	6	Bushby	Ministerial Staff	<p>1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis?</p> <p>a. How many former MOPS staff are now still employed in your Department or agency?</p> <p>2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department?</p> <p>a. For what periods were these arrangements in place?</p> <p>b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget?</p> <p>3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited?</p> <p>4. How many of your SES are former MoPS staff?</p> <p>a. Of those, how many worked for the Rudd/Gillard Governments?</p> <p>b. How many were promoted to SES level in the past 6 years?</p> <p>5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position?</p> <p>6. Were any recruited in the 2013 calendar year?</p> <p>a. If so, on what grounds given the financial tightening beginning across government in that year?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1697-1700	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	<p>1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to?</p> <p>2. Have there been any contracts signed by your Department or agency in the caretaker period?</p> <p>a. Can you please provide details of the amounts involved?</p> <p>b. Who were the other parties to these contracts?</p> <p>c. What was the extent of any competitive process?</p> <p>d. What was the level of involvement by Ministers and/or their offices?</p> <p>3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms?</p> <p>4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1701	1	Bushby	Pre-election commitments or decisions - Appointments	<p>1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period?</p> <p>a. What were the dates of such decisions?</p> <p>b. What processes were involved in these appointment decisions?</p> <p>c. How were these decisions each announced?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1702	1	Bushby	Pre-election commitments or decisions - Contracts	<p>1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1703	1	Bushby	Pulping	<p>1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1704	1	Bushby	Pay Rises	<p>1.a. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs?</p> <p>b. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward?</p> <p>c. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1705	1	Bushby	Public Debt Interest	<p>According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year.</p> <p>1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt ?</p>	Written	7/03/2014	Fiscal Group (FG)
1706-1709	4	Bushby	performance management of staff	<p>1. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave?</p> <p>2. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage?</p> <p>3. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference?</p> <p>4. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1710-1711	2	Bushby	Property Costs	<p>1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money?</p> <p>2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1712-1714	3	Bushby	Reviews within portfolio/agency	<p>1. What progress have you made to address the APSC Capability Review for your agency?</p> <p>2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises?</p> <p>3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1715-1718	4	Bushby	Project Management	<p>1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur.</p> <p>2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits?</p> <p>3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall.</p> <p>4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1719-1720	2	Bushby	Deregulation	<p>1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape?</p> <p>2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade?</p> <p><i>*respond for your agency only, this question has been separately allocated to the Department and part.agencie. Tsy PLSU</i></p>	Written	7/03/2014	Markets Group (MG)
1721-1722	2	Bushby	Corporate support for Ministers	<p>1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election?</p> <p>2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?</p>	Written	7/03/2014	Corporate Services Group (CSG)
1723-1728	6	Bushby	Ministerial Staff	<p>1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis?</p> <p>a. How many former MOPS staff are now still employed in your Department or agency?</p> <p>2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department?</p> <p>a. For what periods were these arrangements in place?</p> <p>b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget?</p> <p>3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited?</p> <p>4. How many of your SES are former MoPS staff?</p> <p>a. Of those, how many worked for the Rudd/Gillard Governments?</p> <p>b. How many were promoted to SES level in the past 6 years?</p> <p>5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position?</p> <p>6. Were any recruited in the 2013 calendar year?</p> <p>a. If so, on what grounds given the financial tightening beginning across government in that year?</p>	Written	7/03/2014	ASIC
1729-1732	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	<p>1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to?</p> <p>2. Have there been any contracts signed by your Department or agency in the caretaker period?</p> <p>a. Can you please provide details of the amounts involved?</p> <p>b. Who were the other parties to these contracts?</p> <p>c. What was the extent of any competitive process?</p> <p>d. What was the level of involvement by Ministers and/or their offices?</p> <p>3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms?</p> <p>4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?</p>	Written	7/03/2014	ASIC
1736	1	Bushby	Pre-election commitments or decisions - Appointments	<p>1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period?</p> <p>a. What were the dates of such decisions?</p> <p>b. What processes were involved in these appointment decisions?</p> <p>c. How were these decisions each announced?</p>	Written	7/03/2014	ASIC

1737	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	ASIC
1738	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	ASIC
1739	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	ASIC
1740-1744	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	ASIC
1745-1746	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	ASIC
1747-1749	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	ASIC
1750-1753	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	ASIC
1754-1755	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	ASIC
1756-1757	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	ASIC
1758-1763	6	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	PC
1764-1767	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	PC
1771	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	PC
1772	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	PC
1773	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	PC
1774	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	PC
1775-1779	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	PC
1780-1781	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	PC
1782-1784	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	PC
1785-1788	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	PC

1789-1790	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	PC
1791-1792	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	PC
1793-1799	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	ACCC
1800	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	ACCC
1801	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	ACCC
1802	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	ACCC
1803	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	ACCC
1804-1808	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt ? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	ACCC
1809-1810	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	ACCC
1811-1813	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	ACCC
1814-1817	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	ACCC
1818-1819	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	ACCC
1820-1821	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	ACCC
1822-1828	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	AOFM
1829	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	AOFM
1830	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	AOFM
1831	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	AOFM
1832	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	AOFM
1833-1837	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt ? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	AOFM

1838-1839	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	AOFM
1840-1842	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactivated in part or in full?	Written	7/03/2014	AOFM
1843-1846	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	AOFM
1847-1848	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	AOFM
1849-1850	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	AOFM
1851-1857	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	ABS
1858	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	ABS
1859	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	ABS
1860	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	ABS
1861	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	ABS
1862-1866	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	ABS
1867-1868	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	ABS
1869-1871	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactivated in part or in full?	Written	7/03/2014	ABS
1872-1875	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	ABS
1876-1877	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	ABS
1878-1879	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	ABS
1880-1886	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	ATO
1887	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	ATO
1888	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	ATO
1889	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	ATO

1890	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	ATO
1891-1895	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	ATO
1896-1897	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	ATO
1898-1900	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	ATO
1901-1904	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	ATO
1905-1906	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	ATO
1907-1908	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	ATO
1909-1915	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	APRA
1916	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	APRA
1917	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	APRA
1918	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	APRA
1919	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	APRA
1920-1924	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	APRA
1925-1926	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	APRA
1927-1929	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	APRA
1930-1933	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	APRA
1934-1935	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	APRA
1936-1937	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	APRA
1938-1944	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	IGT

1945	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	IGT
1946	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	IGT
1947	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	IGT
1948	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	IGT
1949-1953	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	IGT
1954-1955	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	IGT
1956-1958	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	IGT
1959-1962	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	IGT
1963-1964	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	IGT
1965-1966	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	IGT
1967-1973	7	Bushby	Ministerial Staff	1. How many officers were recruited by the department direct from Ministerial offices during the last parliament, whether on a temporary or ongoing basis? a. How many former MOPS staff are now still employed in your Department or agency? 2. How many of these recruits were loaned back to the Minister's offices after becoming staff of the department? a. For what periods were these arrangements in place? b. Who bore the costs during each of these 'loan back' arrangements, the department or the Minister's staffing budget? 3. How many of these staff had worked in the department previously and how many years prior experience did such staff have in the department before being recruited? 4. How many of your SES are former MoPS staff? a. Of those, how many worked for the Rudd/Gillard Governments? b. How many were promoted to SES level in the past 6 years? 5. How many of the MoPs staff recruited during the past 6 years came to your Department or agency via the following means: Lateral transfer under the public service Act; recruitment in a bulk recruitment round; recruitment for a specific position? 6. Were any recruited in the 2013 calendar year? a. If so, on what grounds given the financial tightening beginning across government in that year?	Written	7/03/2014	CGC
1974	1	Bushby	Pre-election commitments or decisions - Appointments	1. Were there any appointments made by Ministers to board positions or other senior or representative roles within your portfolio on the cusp of caretaker period, or during caretaker period? a. What were the dates of such decisions? b. What processes were involved in these appointment decisions? c. How were these decisions each announced?	Written	7/03/2014	CGC
1975	1	Bushby	Pre-election commitments or decisions - Contracts	1. How much has your agency spent in the last year on PR firms, focus groups, lobbyists or external communications contracts or services? What were the decision processes for those contracts and what was the level of Ministerial or Minister office input into those decisions?	Written	7/03/2014	CGC
1976	1	Bushby	Pulping	1. Have any of the major documents printed for the department for the 2012-13 or 2013-14 years been pulped? For instance Budget Papers, Estimate Statements, Ministerial Statements, etcetera. If so, what were the circumstances that led to this pulping?	Written	7/03/2014	CGC
1977	1	Bushby	Pay Rises	1. I refer to the CPSU proposal for a pay rise of 12% over three years or 4% a year – double the rate of inflation forecast in the mid-year budget update released in December. If your agency had to implement this pay rise, what risk is there that this may mean a loss of jobs? 2. Given that pay rises are ordinarily required to be linked to productivity improvements, do you see scope for 12% productivity improvements in your agency over the next four years? If so, what are the main productivity-enhancing measures or savings that different stakeholders have put forward? 3. Has the CPSU or other employee representative groups proposed productivity measures or other form of savings to offset wage rises?	Written	7/03/2014	CGC
1978-1982	5	Bushby	Public Debt Interest	According to MYEFO the net interest payments for debt held by the General Government Sector for the current financial year total \$8.8 billion, while the total interest cost is \$12.4 billion. Both figures rise to be \$12.8 billion and \$16.7 billion respectively in the final out-year. 1. What would the Government be able to do with the equivalent amount of money in this portfolio if these billions were spent on programs and outcomes instead of on debt? 2. Does your agency ever observe connection between performance management of staff and claims of stress leave or other forms of sick leave? 3. What is the number of staff on stress leave or psychological injury claims at any one time in your agency? How many harassment claims are there at any one time? How many of these cases are connected to performance cases? Have you observed any instances of stress claims and harassment claims being a tactic used by staff which the agency tries to performance-manage? 4. Looking at the length of time claimed for sick leave, are you seeing longer absences for people with physical injuries or people claiming to have psychological injuries? What's the degree of difference? 5. How much would be saved from your workforce insurance costs if you did not have the current levels of stress-related claims and other psychological injury claims?	Written	7/03/2014	CGC
1983-1984	2	Bushby	Property Costs	1. What efforts has your department made to shift towards best practice in property leasing to achieve best value for money? 2. Are you making any efforts yet to reconfigure existing office space to achieve a staff occupancy of 14 sqm or less, and exploring opportunities to sub-let the liberated floor space? If not, why not? What market experts have you engaged on these issues and have they advised you that efficiencies are unable to be achieved?	Written	7/03/2014	CGC
1985-1987	3	Bushby	Reviews within portfolio/agency	1. What progress have you made to address the APSC Capability Review for your agency? 2. Are there any other reviews of your organisation currently being implemented or settled down post-implementation? What has been the benefit of or impact of those exercises? 3. Have there been any reviews in your portfolio area in the past six years that have since gone inactioned in part or in full?	Written	7/03/2014	CGC
1988-1991	4	Bushby	Project Management	1. Have there been any major projects or programs embarked upon recently by your agency or where your agency has participated, where there was not a form of cost benefit analysis or business case before the project commenced? If so, please advise why this didn't occur. 2. What has been the experience of your agency with gateway review processes? Have you found the costs of those processes proportionate to the benefits? 3. Do you have any major projects or programs where there have been major shortfalls against performance indicators? If so, please advise of those areas of shortfall. 4. Has there been any expenditure during the last parliament on initiatives that were either abandoned or put on hold?	Written	7/03/2014	CGC
1992-1993	2	Bushby	Deregulation	1. What consultative mechanisms did you previously have in your portfolio that gave feedback on red tape? Did any of these forums make a focussed effort or an overt role to get feedback on red or green tape? 2. In the past year what was the extent of union involvement in consultative mechanisms within your portfolio and how has the level of union input changed over the past decade? <i>*respond for your agency only, this question has been separately allocated to the Department and port.agencie. Tsy PLSU</i>	Written	7/03/2014	CGC
1994-1995	2	Bushby	Corporate support for Ministers	1. How many Ministers have you had in the past three years before the election and in particular in the year preceding the election? 2. What costs or disruption have you faced from pre-election changes of Ministers, whether IT costs, preparation of new briefings, changes of style guides and information products to suit new Ministers?	Written	7/03/2014	CGC

1996-2003	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	ACNC
2004	1	Ludwig	Commissioned Reports	<p>1) Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	ACNC
2005-2006	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <ol style="list-style-type: none"> Detail the items provided to the minister's office How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date. 	Written	5/03/2014	ACNC
2007-2010	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>2. What newspaper subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>3. What magazine subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>4. What publications does your department/agency purchase?</p> <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	ACNC
2011	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	ACNC
2012-2014	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <ol style="list-style-type: none"> Total spending on these services An itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged The location that this training was provided <p>2. For each service purchased from a provider listed under (1), please provide:</p> <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	ACNC
2015	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <ol style="list-style-type: none"> How many ongoing staff, the classification, the type of work they undertake and their location How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	ACNC
2016	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	ACNC
2017-2018	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	ACNC
2019-2021	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	ACNC
2022-2023	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	ACNC

2024	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>f) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>g) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	ACNC
2025-2027	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	ACNC
2028-2029	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	ACNC
2030-2034	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	ACNC
2035-2039	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	ACNC
2040-2041	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	ACNC
2042-2046	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	ACNC
2047-2049	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	ACNC
2050-2051	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	ACNC
2052-2053	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	ACNC
2054-2057	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	ACNC
2058	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	ACNC
2059	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	ACNC

2060-2064	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	ACNC
2065-2069	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	ACNC
2070-2105	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	ACNC
2106-2111	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	ACNC
2112	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	ACNC
2113	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	ACNC

2114-2118	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013? 2. Please provide a detailed list of each building that is currently leased. Please detail by: a. Date the lease agreement is active from. b. Date the lease agreement ends. c. Is the lease expected to be renewed? If not, why not? d. Location of the building (City and state). e. Cost of the lease. f. Why the building is necessary for the operations of the agency / department. 3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by: a. Date from which the lease agreement was active. b. Date the lease agreement ended. c. Why was the lease not renewed? d. Location of the building (City and state). e. Cost of the lease. f. Why the building was necessary for the operations of the agency / department. 4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: a. Date the lease agreement is expected to become active. b. Date the lease agreement is expected to end. c. Expected location of the building (City and state). d. Expected cost of the lease. i. Has this cost been allocated into the budget? e. Why the building is necessary for the operations of the agency / department. 5. For each building owned or leased by the department: a. What is the current occupancy rate for the building? b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	ACNC
2119-2123	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements? 2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges? 3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses? 4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers; 5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	ACNC
2124-2125	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013? a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising 2. What government advertising is planned for the rest of the financial year? a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	ACNC
2126-2127	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013? a. List each item of expenditure and cost 2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up? a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	ACNC
2128	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013 a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	ACNC
2129	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013 a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	ACNC
2130	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013. a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	ACNC
2131	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities? a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	ACNC
2132	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	ACNC
2133	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	ACNC
2134	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	ACNC

2135	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	ACNC
2136	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	ACNC
2137-2144	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <p>a. the date they were ordered</p> <p>b. the date they commenced</p> <p>c. the minister responsible</p> <p>d. the department responsible</p> <p>e. the nature of the review</p> <p>f. their terms of reference</p> <p>g. the scope of the review</p> <p>h. Whom is conducting the review</p> <p>i. the number of officers, and their classification level, involved in conducting the review</p> <p>j. the expected report date</p> <p>k. the budgeted, projected or expected costs</p> <p>l. If the report will be tabled in parliament or made public</p> <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <p>a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names</p> <p>b. If so, please list their managing director and the board of directors or equivalent</p> <p>c. If yes, for each is the cost associated with their involvement, including a break down for each cost item</p> <p>d. If yes, for each, what is the nature of their involvement</p> <p>e. If yes, for each, are they on the lobbyist register, provide details.</p> <p>f. If yes, for each, what contact has the Minister or their office had with them</p> <p>g. If yes, for each, who selected them</p> <p>h. If yes, for each, did the minister or their office have any involvement in selecting them,</p> <p>i. If yes, please detail what involvement it was</p> <p>ii. If yes, did they see or provided input to a short list</p> <p>iii. If yes, on what dates did this involvement occur</p> <p>iv. If yes, did this involve any verbal discussions with the department</p> <p>v. If yes, on what dates did this involvement occur</p> <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <p>a. Please list them.</p> <p>b. What is the current cost to date expended on the reviews?</p> <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	CAMAC
2145	1	Ludwig	Commissioned Reports	<p>1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>	Written	5/03/2014	CAMAC
2146-2147	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <p>a. Detail the items provided to the minister's office</p> <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	CAMAC
2148-2151	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	CAMAC
2152	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	CAMAC
2153-2155	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services</p> <p>b) an itemised cost breakdown of these services</p> <p>c) The number of employees offered these services and their employment classification</p> <p>d) The number of employees who have utilised these services and their employment classification</p> <p>e) The names of all service providers engaged</p> <p>f) the location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p>	Written	5/03/2014	CAMAC

2156	1	Ludwig	Communications Staff	1. For all departments and agencies, 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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?	Written	5/03/2014	CAMAC
2157	1	Ludwig	Provision of equipment	1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.	Written	5/03/2014	CAMAC
2158-2159	2	Ludwig	Computers	1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	Written	5/03/2014	CAMAC
2160-2162	3	Ludwig	Travel costs - department	1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	Written	5/03/2014	CAMAC
2163-2164	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	CAMAC
2165	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	CAMAC
2166-2168	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	CAMAC
2169-2170	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	CAMAC
2171-2175	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	CAMAC
2176-2180	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	CAMAC
2181-2182	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	CAMAC
2183-2187	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	CAMAC
2188-2190	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	CAMAC
2191-2192	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	CAMAC

2193-2194	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were sued?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	CAMAC
2195-2198	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	CAMAC
2199	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	CAMAC
2200	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	CAMAC
2201-2205	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	CAMAC
2206-2210	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	CAMAC
2211-2246	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	CAMAC
2247-2252	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	CAMAC
2253	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	CAMAC

2254	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	CAMAC
2255-2259	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	CAMAC
2260-2264	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	CAMAC
2265-2266	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	CAMAC
2267-2268	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	CAMAC
2269	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	CAMAC
2270	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	CAMAC
2271	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	CAMAC
2272	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	CAMAC
2273	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	CAMAC
2274	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p>	Written	5/03/2014	CAMAC

2275	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	CAMAC
2276	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	CAMAC
2277	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	CAMAC
2278-2285	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was ii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	NCC
2286	1	Ludwig	Commissioned Reports	1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	NCC
2287-2288	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	NCC
2289-2292	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	NCC
2293	1	Ludwig	Media Monitoring	1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	NCC

2294-2296	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided</p> <p>2. For each service purchased form a provider listed under (1), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>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 department or agency's incurred to use the location</p>	Written	5/03/2014	NCC
2297	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?</p>	Written	5/03/2014	NCC
2298	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	NCC
2301-2303	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	NCC
2304-2305	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	NCC
2306	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? f) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? g) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	NCC
2307-2309	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?</p>	Written	5/03/2014	NCC
2310-2311	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	NCC
2312-2316	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	NCC
2317-2321	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged</p> <p>2. For each service purchased form a provider listed under (d), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	NCC
2322-2323	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	NCC
2324-2328	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	NCC
2329-2331	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	NCC

2332-2333	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	NCC
2334-2335	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	NCC
2336-2339	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	NCC
2340	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	NCC
2341	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	NCC
2342-2346	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	NCC
2347-2351	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	NCC
2352-2387	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. How many was the training conducted?</p>	Written	5/03/2014	NCC
2388-2393	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	NCC

2394	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	NCC
2395	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	NCC
2396-2400	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	NCC
2399-2400	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	NCC
2401-2405	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff, the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	NCC
2406-2407	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	NCC
2408-2409	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	NCC
2410	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	NCC
2411	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	NCC
2412	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	NCC
2413	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	NCC

2414	1	Ludwig	Wine Coolers/Fridges	1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?	Written	5/03/2014	NCC
2415	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?	Written	5/03/2014	NCC
2416	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	NCC
2417	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	NCC
2418	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	NCC
2419-2426	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was iii. If yes, did they see or provided input to a short list iv. If yes, on what dates did this involvement occur v. If yes, did this involve any verbal discussions with the department vi. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	SCT
2427	1	Ludwig	Commissioned Reports	1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	SCT
2428-2429	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	SCT
2430-2433	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	SCT
2434	1	Ludwig	Media Monitoring	1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	SCT

2435-2437	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services b) an itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) the location that this training was provided</p> <p>2. For each service purchased form a provider listed under (1), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>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 department or agency's incurred to use the location</p>	Written	5/03/2014	SCT
2438	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?</p>	Written	5/03/2014	SCT
2439	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	SCT
2440-2441	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	SCT
2442-2444	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	SCT
2445-2446	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	SCT
2447	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? f) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? g) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	SCT
2448-2450	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?</p>	Written	5/03/2014	SCT
2451-2452	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	SCT
2453-2457	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	SCT
2458-2462	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged</p> <p>2. For each service purchased form a provider listed under (d), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	SCT
2463-2464	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	SCT
2465-2469	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	SCT
2470-2472	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	SCT

2473-2474	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	SCT
2475-2476	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	SCT
2477-2480	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	SCT
2481	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	SCT
2482	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	SCT
2483-2487	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	SCT
2488-2492	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	SCT
2493-2528	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. How many was the training conducted?</p>	Written	5/03/2014	SCT
2529-2532	4	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	SCT

2533	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	SCT
2534	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	SCT
2535-2539	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	SCT
2540-2544	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	SCT
2545-2546	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	SCT
2547-2548	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	SCT
2549	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	SCT
2550	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	SCT
2551	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	SCT
2552	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	SCT

2553	1	Ludwig	Wine Coolers/Fridges	1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?	Written	5/03/2014	SCT
2554	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?	Written	5/03/2014	SCT
2555	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	SCT
2556	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machines? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	SCT
2557	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	SCT
2558-2565	8	Ludwig	Reviews	1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (deemed as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: a. the date they were ordered b. the date they commenced c. the minister responsible d. the department responsible e. the nature of the review f. their terms of reference g. the scope of the review h. Whom is conducting the review i. the number of officers, and their classification level, involved in conducting the review j. the expected report date k. the budgeted, projected or expected costs l. If the report will be tabled in parliament or made public 2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review? a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names b. If so, please list their managing director and the board of directors or equivalent c. If yes, for each is the cost associated with their involvement, including a break down for each cost item d. If yes, for each, what is the nature of their involvement e. If yes, for each, are they on the lobbyist register, provide details. f. If yes, for each, what contact has the Minister or their office had with them g. If yes, for each, who selected them h. If yes, for each, did the minister or their office have any involvement in selecting them, i. If yes, please detail what involvement it was iii. If yes, did they see or provided input to a short list iii. If yes, on what dates did this involvement occur iv. If yes, did this involve any verbal discussions with the department v. If yes, on what dates did this involvement occur 3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going? a. Please list them. b. What is the current cost to date expended on the reviews? 4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them. 5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.	Written	5/03/2014	Takeovers Panel
2566	1	Ludwig	Commissioned Reports	1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members. a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? b. What is the current status of each report? When is the Government intending to respond to these reports?	Written	5/03/2014	Takeovers Panel
2567-2568	2	Ludwig	Stationery requirements	1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date? a. Detail the items provided to the minister's office 2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.	Written	5/03/2014	Takeovers Panel
2569-2572	4	Ludwig	Media subscriptions	1. What pay TV subscriptions does your department/agency have? a) Please provide a list of what channels and the reason for each channel. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 2. What newspaper subscriptions does your department/agency have? a) Please provide a list of newspaper subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 3. What magazine subscriptions does your department/agency have? a) Please provide a list of magazine subscriptions and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date? 4. What publications does your department/agency purchase? a) Please provide a list of publications purchased by the department and the reason for each. b) What is the cost from 7 September 2013 to date? c) What is provided to the Minister or their office? d) What is the cost for this from 7 September 2013 to date?	Written	5/03/2014	Takeovers Panel
2573	1	Ludwig	Media Monitoring	1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date? a) Which agency or agencies provided these services? b) What has been spent providing these services from 7 September 2013 to date? c) Itemise these expenses	Written	5/03/2014	Takeovers Panel

2574-2576	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services b) An itemised cost breakdown of these services c) The number of employees offered these services and their employment classification d) The number of employees who have utilised these services and their employment classification e) The names of all service providers engaged f) The location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>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 department or agency's incurred to use the location</p>	Written	5/03/2014	Takeovers Panel
2577	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>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 d) How many are graphic designers? e) How many are media managers? f) How many organise events?</p>	Written	5/03/2014	Takeovers Panel
2578	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as iPad, laptop, wireless card, Vasco token, Blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	Takeovers Panel
2579-2580	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location 2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	Takeovers Panel
2581-2583	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel. 3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	Takeovers Panel
2584-2585	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	Takeovers Panel
2586	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	Takeovers Panel
2587-2589	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? 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). 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. Have any consultancies not gone out for tender? a. If so, which ones and why?</p>	Written	5/03/2014	Takeovers Panel
2590-2592	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	Takeovers Panel
2593-2597	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	Takeovers Panel
2598-2603	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>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 (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)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	Takeovers Panel
2604-2605	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	Takeovers Panel
2606-2610	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	Takeovers Panel

2611-2613	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	Takeovers Panel
2614-2615	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	Takeovers Panel
2616-2617	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	Takeovers Panel
2618-2621	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	Takeovers Panel
2622	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	Takeovers Panel
2623	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	Takeovers Panel
2624-2628	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	Takeovers Panel
2629-2633	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	Takeovers Panel
2634-2669	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	Takeovers Panel

2670-2675	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	Takeovers Panel
2676	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	Takeovers Panel
2677	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	Takeovers Panel
2678-2682	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	Takeovers Panel
2683-2687	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	Takeovers Panel
2688-2689	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	Takeovers Panel
2690-2691	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	Takeovers Panel
2692	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	Takeovers Panel
2693	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	Takeovers Panel

2694	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	Takeovers Panel
2695	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	Takeovers Panel
2696	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	Takeovers Panel
2697	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p>	Written	5/03/2014	Takeovers Panel
2698	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	Takeovers Panel
2699	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	Takeovers Panel
2700	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	Takeovers Panel
2701-2708	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <p>a. the date they were ordered</p> <p>b. the date they commenced</p> <p>c. the minister responsible</p> <p>d. the department responsible</p> <p>e. the nature of the review</p> <p>f. their terms of reference</p> <p>g. the scope of the review</p> <p>h. Whom is conducting the review</p> <p>i. the number of officers, and their classification level, involved in conducting the review</p> <p>j. the expected report date</p> <p>k. the budgeted, projected or expected costs</p> <p>l. If the report will be tabled in parliament or made public</p> <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <p>a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names</p> <p>b. If so, please list their managing director and the board of directors or equivalent</p> <p>c. If yes, for each is the cost associated with their involvement, including a break down for each cost item</p> <p>d. If yes, for each, what is the nature of their involvement</p> <p>e. If yes, for each, are they on the lobbyist register, provide details.</p> <p>f. If yes, for each, what contact has the Minister or their office had with them</p> <p>g. If yes, for each, who selected them</p> <p>h. If yes, for each, did the minister or their office have any involvement in selecting them,</p> <p>i. If yes, please detail what involvement it was</p> <p>ii. If yes, did they see or provided input to a short list</p> <p>iii. If yes, on what dates did this involvement occur</p> <p>iv. If yes, did this involve any verbal discussions with the department</p> <p>v. If yes, on what dates did this involvement occur</p> <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <p>a. Please list them.</p> <p>b. What is the current cost to date expended on the reviews?</p> <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	AASB
2709	1	Ludwig	Commissioned Reports	<p>1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>	Written	5/03/2014	AASB
2710-2711	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <p>a. Detail the items provided to the minister's office</p> <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	AASB

2712-2715	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <p>a) Please provide a list of what channels and the reason for each channel.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>2. What newspaper subscriptions does your department/agency have?</p> <p>a) Please provide a list of newspaper subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>3. What magazine subscriptions does your department/agency have?</p> <p>a) Please provide a list of magazine subscriptions and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p> <p>4. What publications does your department/agency purchase?</p> <p>a) Please provide a list of publications purchased by the department and the reason for each.</p> <p>b) What is the cost from 7 September 2013 to date?</p> <p>c) What is provided to the Minister or their office?</p> <p>d) What is the cost for this from 7 September 2013 to date?</p>	Written	5/03/2014	AASB
2716	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <p>a) Which agency or agencies provided these services?</p> <p>b) What has been spent providing these services from 7 September 2013 to date?</p> <p>c) Itemise these expenses</p>	Written	5/03/2014	AASB
2717-2719	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <p>a) Total spending on these services</p> <p>b) an itemised cost breakdown of these services</p> <p>c) The number of employees offered these services and their employment classification</p> <p>d) The number of employees who have utilised these services and their employment classification</p> <p>e) The names of all service providers engaged</p> <p>f) the location that this training was provided</p> <p>2. For each service purchased from a provider listed under (1), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p>	Written	5/03/2014	AASB
2720	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>a) How many ongoing staff, the classification, the type of work they undertake and their location.</p> <p>b) How many non-ongoing staff, their classification, type of work they undertake and their location</p> <p>c) How many contractors, their classification, type of work they undertake and their location</p> <p>d) How many are graphic designers?</p> <p>e) How many are media managers?</p> <p>f) How many organise events?</p>	Written	5/03/2014	AASB
2721	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	AASB
2722-2723	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	AASB
2724-2726	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	AASB
2727-2728	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	AASB
2729	1	Ludwig	Government payments of accounts	<p>1.</p> <p>a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	AASB
2730-2732	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	AASB
2733-2734	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	AASB
2735-2739	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	AASB

2740-2744	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	AASB
2745-2746	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	AASB
2747-2751	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	AASB
2752-2754	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	AASB
2755-2756	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	AASB
2757-2758	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	AASB
2759-2762	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	AASB
2763	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	AASB
2764	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	AASB
2765-2769	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	AASB
2770-2774	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	AASB

2775-2810	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p>	Written	5/03/2014	AASB
2811-2816	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	AASB
2817	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	AASB
2818	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	AASB
2819-2823	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	AASB
2824-2828	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	AASB

2829-2830	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost b. List the approving officer for each item c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost b. List each item of expenditure and cost c. List the approving officer for each item d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	AASB
2831-2832	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	AASB
2833	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions? b. How was the money identified? c. What was the location of these functions? d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	AASB
2834	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times? b. Were any applicants received for the tenders before they were re-issued or repeatedly issued? c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	AASB
2835	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research b. List each item of expenditure and cost, broken down by division and program c. Who conducted the research? d. How were they identified? e. Where was the research conducted? f. In what way was the research conducted? g. Were focus groups, round tables or other forms of research tools used? h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	AASB
2836	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these b. If so, list the total cost for these changes c. If so, list the itemised cost for each item of expenditure d. If so, who conducted the works? e. If so, list the process for identifying who would conduct these works f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	AASB
2837	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	AASB
2838	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?</p>	Written	5/03/2014	AASB
2839	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	AASB
2840	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities?</p> <p>a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	AASB
2841	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	AASB

2842-2849	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	RAM
2850	1	Ludwig	Commissioned Reports	<p>1. Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	RAM
2851-2852	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <ol style="list-style-type: none"> Detail the items provided to the minister's office How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date. 	Written	5/03/2014	RAM
2853-2856	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>2. What newspaper subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>3. What magazine subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>4. What publications does your department/agency purchase?</p> <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	RAM
2857	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	RAM
2858-2860	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <ol style="list-style-type: none"> Total spending on these services An itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged The location that this training was provided <p>2. For each service purchased from a provider listed under (1), please provide:</p> <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	RAM
2861	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <ol style="list-style-type: none"> How many ongoing staff, the classification, the type of work they undertake and their location. How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	RAM
2862	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	RAM
2863-2864	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	RAM
2865-2867	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	RAM

2868-2869	2	Ludwig	Grants	1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations. 2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	Written	5/03/2014	RAM
2870	1	Ludwig	Government payments of accounts	1. a) From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others? b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days? c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days? d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days? e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days? g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013? h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	Written	5/03/2014	RAM
2871-2873	3	Ludwig	Consultancies	1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. 2. 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. Have any consultancies not gone out for tender? a. If so, which ones and why?	Written	5/03/2014	RAM
2874-2875	2	Ludwig	Meeting Costs	1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs. 2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	Written	5/03/2014	RAM
2876-2880	5	Ludwig	Hospitality and entertainment	1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs. 2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs. 3. 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. 4. 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. 5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	Written	5/03/2014	RAM
2881-2885	5	Ludwig	Executive coaching and leadership training	1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date: a. Total spending on these services b. The number of employees offered these services and their employment classification c. 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) d. The names of all service providers engaged 2. For each service purchased from a provider listed under (d), 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 (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) 3. Where a service was provided at any location other than the department or agency's own premises, please provide: a) The location used b) The number of employees who took part on each occasion (provide a breakdown for each employment classification) c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) d) Any costs the department or agency's incurred to use the location 4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? 5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.	Written	5/03/2014	RAM
2886-2887	2	Ludwig	Staffing Profile	1. What is the current staffing profile of the department/agency? 2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)	Written	5/03/2014	RAM
2888-2892	5	Ludwig	Staffing reductions	1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date? a. What was the reason for these reductions? b. Were any of these reductions involuntary redundancies? If yes, provide details. 2. Are there any plans for further staff reductions/voluntary redundancies? 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. a. If there are plans for staff reductions, please give the reason why these are happening. 3. Are there any plans for involuntary redundancies? If yes, provide details. 4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff? 5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?	Written	5/03/2014	RAM
2893-2895	3	Ludwig	Staffing recruitment	1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff? 3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	5/03/2014	RAM
2896-2897	2	Ludwig	Coffee machines	1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013? a) 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? b) Why were coffee machines purchased? c) 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? d) Where did the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee? 2. Does the department/agency rent coffee machines for staff useage? a) 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. b) Why are coffee machines rented? c) 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? d) Where does the funding for the coffee machines come from? e) Who has access? f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? g) What are the ongoing costs of the coffee machine, such as the cost of coffee?	Written	5/03/2014	RAM
2898-2899	2	Ludwig	Printing	1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? 2. Did the Department/agency use external printing services for any print jobs since 7 September 2013? a. If so, what companies were used? b. How were they selected? c. What was the total cost of this printing?	Written	5/03/2014	RAM

2900-2903	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	RAM
2904	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	RAM
2905	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	RAM
2906-2910	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	RAM
2911-2915	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	RAM
2916-2951	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. How was the training conducted?</p>	Written	5/03/2014	RAM
2952-2957	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	RAM
2958	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	RAM

2959	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	RAM
2960-2964	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	RAM
2965-2969	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	RAM
2970-2971	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	RAM
2972-2973	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	RAM
2974	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013.</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	RAM
2975	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	RAM
2976	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	RAM
2977	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	RAM
2978	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	RAM

2979	1	Ludwig	Office plants	1. Since 7 September 2013 has the department/agency purchased or leased any new office plants? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items?	Written	5/03/2014	RAM
2980	1	Ludwig	Office recreation facilities	1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	RAM
2981	1	Ludwig	Vending machines	1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine facilities? a. If so, list these b. If so, list the total cost for these items c. If so, list the itemised cost for each item of expenditure d. If so, where were these purchased e. If so, list the process for identifying how they would be purchased f. If so, what is the current location for these items? g. If so, what is the current usage for each of these items?	Written	5/03/2014	RAM
2982	1	Ludwig	Legal Costs	1. List all legal costs incurred by the department or agency since 7 September 2013 a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial) c. How was each piece of advice procured? Detail the method of identifying legal advice	Written	5/03/2014	RAM
2983	1	Bushby	Employment change by industry	Dr Gruen: It was. The unemployment rate was around five per cent for several months. CHAIR: So, since early 2010, it has drifted up from around five per cent to around six per cent? Dr Gruen: Yes. CHAIR: So the trend has been up over those last four years? Dr Gruen: It has— associated with the economy growing a bit below trend. CHAIR: Particularly for that period, can you break down which industries or sectors that has come from? Is there anything that stands out that shows that it has been borne proportionally, or disproportionately, by any particular sector? Dr Gruen: It is certainly the case that manufacturing employment has been declining more rapidly over the recent period than it had been before then. We can provide some numbers on employment change by industry. From November 2008 to November 2013 we have the numbers by industry. CHAIR: The actual change in people numbers as opposed to percentages? Dr Gruen: Both. Manufacturing has lost 82,000 over the five years from November 2008 to November 2013. That is the sector that has lost more employment than any other. CHAIR: And after that? Dr Gruen: Agriculture and information, media and telecommunications have each lost about 35,000 over that period. CHAIR: What about small business? Dr Gruen: I do not think the ABS provides a break-up of employment by size. We can check.	Hansard	page 7, 26 February 2014	Macroeconomic Group (MEG)
2984	1	Mark Bishop	forecast methodology models	Senator MARK BISHOP: Did I hear you say that you think that lower level is going to be in the order of 20 per cent. Dr Gruen: No. We can tell you how far below the current level it is. The point being that the terms of trade at the end of this decade end up around the level that we last observed in 2005-06. Senator MARK BISHOP: Still high? Dr Gruen: It is high but there are a range of reasons for thinking that we will not go all the way back down to the levels we were at in the 1990s. I am happy to tell you what they are if you are interested. Senator MARK BISHOP: We may return to that. You have given us the two changes that were in— Dr Gruen: They are the major ones. Senator MARK BISHOP: Are there other changes at all that you can advise us of? Dr Gruen: Not to the projection methodology, no. Senator MARK BISHOP: When you say 'projection methodology', that includes forecast methodologies? Dr Gruen: I do not think there have been changes to the forecast methodology that are—I mean, we have updated the forecasts, obviously. Senator MARK BISHOP: Yes. Mr Allford: Senator, we make changes to our forecasting models all the time, but typically they are very small, and from PEFO through MYEFO to now there have not been any major changes to the structure of our models. Senator MARK BISHOP: So the only major changes have been the two that Dr Gruen is discussing. And, you say, other changes are really evolutionary and minor in nature? Mr Allford: That is correct, yes. Senator MARK BISHOP: In that case, can you take it on notice and provide us with the detail of those other minor changes, the justification for them and the consequences you think for forward projections. Mr Allford: Yes, I can do that.	Hansard	page 12, 26 February 2014	Macroeconomic Group (MEG)
2985	1	Mark Bishop	Unemployment forecasting	Dr Parkinson: I honestly cannot recall whether we had multiple; it was a free-ranging discussion about how we are doing this, what are we doing and the different ways to do it. This was in the context of: 'We've already made some changes. We'd like to make more changes. We're not ready to do some of that yet.' Senator MARK BISHOP: In that case, can you take on notice and revisit your notes, and advise whether a range of scenarios were presented to the Treasurer with respect to how unemployment would be forecast? If the answer is yes, can you provide us with the broad outline of that. Dr Parkinson: That is advice to government. I do not think we could take that on notice. What we can do is inquire of the Treasurer whether he wished to provide you with any information. Senator MARK BISHOP: Okay. So you are confirming there was a discussion, advice was made to government and you do not feel you are able to provide it to the committee but you will check with the Treasurer. Dr Parkinson: No, let me be clear. I said a moment ago, I cannot actually recall now whether we provided different approaches and said, 'In this, you could do A or B at this time.' What I do recall is we had a free-ranging discussion about the fact that we made some changes and we would like to be making some more but we were not quite ready to do that yet. Senator MARK BISHOP: In that case, can you take on notice and provide us with the broad response outlining the areas in which you are currently examining changes— Dr Parkinson: I have already told you—that is, do we explicitly move to a situation where we close the output gap over a particular period of time and if so what period of time and what methodology should be used to determine the point at which the output gap begins to close. Senator MARK BISHOP: I understand. You did say that.	Hansard	page 17, 26 February 2014	Macroeconomic Group (MEG)
2986	1	Dastyari	Employment Growth	Senator DASTYARI: Can you confirm that employment growth in the budget is forecast to be 0.75 per cent in 2013-14 and 1.5 per cent in the years 2014-15 to 2016-17? Dr Gruen: Do you mean in the MYEFO? Senator DASTYARI: Yes. Dr Gruen: Those are the numbers. The employment growth forecasts are ¾ per cent, 1½ per cent, 1½ per cent and 1½ per cent. Senator DASTYARI: You can confirm that, based on the government's MYEFO projections, there will not be one million extra people employed over the next five years. That is just a statement of facts, is it not? Dr Gruen: We are not going out five years. Senator DASTYARI: But they certainly will not be in the forward estimates? Dr Gruen: We can take on notice what the employment growth is. Senator DASTYARI: Okay. Dr Parkinson: When do you want the calculations started from? These are year-average numbers, so if you want to count it as year average you are counting all of 2013-14, or do you want to start in 2014-15? Senator DASTYARI: Can I have one set of figures counting all of 2013-14 and one set of figures starting from MYEFO, is that possible? Dr Parkinson: Yes, but we can only do it over the forward estimates. Senator DASTYARI: Perfect.	Hansard	page 18, 26 February 2014	Macroeconomic Group (MEG)
2987	1	Mark Bishop	Growth rate #2	Senator MARK BISHOP: Turning to MYEFO, how many jobs will be created over the forward estimates period? I understand you have that information readily available. Dr Gruen: I think we can take that on notice. Senator MARK BISHOP: I understand you have it readily available. Dr Gruen: We have the growth rates, but I am not sure we have the numbers readily available. Dr Parkinson: Senator Dastyari asked us if we could calculate it for him and we said we would do that. We have got the growth rates in front of us. Senator MARK BISHOP: You do not have the figures before you on how many jobs will be created over the forward estimates? Dr Gruen: No, not exactly. Senator MARK BISHOP: What exactly do you have? Dr Gruen: We have the growth rates to the nearest quarter point, and I can tell you that the number of people employed in the Australian labour market is 11½ million. You could apply the growth rates to that number and get pretty close. Dr Parkinson: What we offered to do was to calculate the number exactly, which is what Senator Dastyari sought. Senator MARK BISHOP: So the question is on notice and you will respond in due course? Dr Gruen: Yes.	Hansard	page 25, 26 February 2014	Macroeconomic Group (MEG)

2988	1	Mark Bishop	Competitiveness and investment agenda	Dr Parkinson: It is actually being run out of the Department of Prime Minister and Cabinet. As the minister said, we have provided them with assistance. As work is done in this space, and we know what options the government is looking at, we will obviously give consideration to what the overall net impact of this is likely to be on the economy. Senator MARK BISHOP: Has a taskforce headed by PM&C been established to do this analysis? Dr Parkinson: There are people from various parts of government working in PM&C on it. Senator MARK BISHOP: And some seconded from your department? Dr Parkinson: Yes. We have one person over there and we are providing input into the work of the group as it is going along. Senator MARK BISHOP: Is the taskforce headed up by PM&C exclusively comprised of people doing the work of public servants? Dr Parkinson: I would have to check with PM&C. I do not know.	Hansard	page 28, 26 February 2014	Macroeconomic Group (MEG)
2989	1	Bushby	Growth rate #3	CHAIR: But do you have anything on how many new jobs are created and how many jobs that did exist no longer exist on an annual basis? Dr Gruen: We know the net amount of job growth in an average year. It is of the order of 180,000 or something like that. CHAIR: But presumably the number of new jobs that are created is larger than the net figure. Dr Gruen: Indeed. Dr Parkinson: It has to be, because you have jobs disappearing. CHAIR: In any given year there are a large number of jobs in business small, medium and large that cease to exist. Could you take that on notice and try to find out that figure for me if there is any information? Dr Parkinson: The data is not collected. There is no way to collect it. Mr Allford: What we could take on notice is the number of job vacancies at any one time. That is a point-in-time estimate. CHAIR: Yes. I am trying to get a grasp on economy's ability to absorb.	Hansard	page 29-30, 26 February 2014	Macroeconomic Group (MEG)
2990	1	Dastyari	Regulatory impact statement	Senator DASTYARI: The regulatory impact statement that was produced—these are figures that are being used in the media a fair bit at the moment. You might want to take this on notice. Can you explain how the estimated cost savings to business in the options stage of the regulatory impact statement were calculated? Mr Kell: I think we would have to take on notice.	Hansard	page 36, 26 February 2014	ASIC
2991-2992	2	Whish-Wilson	Insider Trading	Senator WHISH-WILSON: My first question is in reference to the ex-CEO of Gunns Ltd, John Gay's insider trading case. When did ASIC refer the case to the Australian Federal Police for a proceeds of crime investigation? Mr Medcraft: We would like to take that on notice. Ms Armour: We do not have that information. Senator WHISH-WILSON: Could you take that on notice? Mr Medcraft: Yes. Senator WHISH-WILSON: Okay. Could you explain why you referred it? Is it common practice to refer white-collar crime to the AFP? Mr Medcraft: I will ask Mr Savundra to step up, if that is okay. Senator WHISH-WILSON: Sure. CHAIR: Absolutely. Senator WHISH-WILSON: Do you know the exact date you referred it? Ms Armour: No, we do not. Mr Medcraft: I am happy to take that on notice, though, and give a response. Mr Savundra: In relation to insider trading matters, it is common practice to refer cases where there have been significant gains, or alternatively losses avoided, for proceeds of crime investigation where that is available. Senator WHISH-WILSON: Did you personally refer it? Who in ASIC referred it? Mr Savundra: The team that was handling the matter referred the matter to the AFP. Senator WHISH-WILSON: Were there discussions? Did you provide advice with that referral? How does that work—do you just hand over a file? Mr Savundra: We provide a brief. A brief can take various forms. I should— Senator WHISH-WILSON: Would it be possible to get a copy of that on notice? Mr Savundra: Certainly not on a public basis, but perhaps on a confidential basis. I would stress that the matter is a live issue. The AFP is not the only— CHAIR: Mr Savundra, just for the purposes of clarity: the legislation committee, when sitting for estimates, cannot take information confidentially. Mr Savundra: Okay. So, Senator, my answer would be no to that question, particularly given it is a live issue. The AFP is not the only agency that can.	Hansard	page 38, 26 February 2014	ASIC
2993	1	Pratt	Review of Child Care	Senator PRATT: Great. Thank you. The chair of the Productivity Commission advised that no specific funding arrangements have been provided beyond the normal budget of the Productivity Commission. In its election documents, the coalition noted that, under its policy for better child care and early learning, it would commit \$2 million for the Productivity Commission to perform a major review of child care. Has the commission received advice that this funding is forthcoming? Mr Harris: I do not think we have formally received advice that it is or it is not, but we have the inquiry and it is underway. So I guess ultimately the government will decide in the budget process what money they will give us, and that will be announced in the budget. But we proceed with the inquiry, and our resourcing levels are not insufficient for us to continue to do what is necessary for that inquiry. Senator PRATT: If you are trying to do this inquiry without that money and given the tight time frame, can the commission provide some detail about how it plans to quantify the cost and benefit of early learning? We are familiar with workforce participation. We know you do that. But how will you calculate quality of child care and the value of early childhood development when looking at the benefit to government and to society in the longer term? Mr Harris: We can probably give you a more detailed answer on notice, Senator, but the commission's expertise basically lies in the field of trying to provide both quantitative and qualitative analysis of benefits which are hard to obtain simply through the collection of statistics. So we will provide an analytical document for the government, which does attempt to demonstrate benefits from this. There have historically been a number of documents that we have produced in this area, and we will obviously take account, therefore, on the bases of the work previously conducted by us and others. I think you can be pretty confident. Core business to us is trying to put a value on things which are inherently somewhat difficult to value. So when you hear us bang on about cost-benefit analysis, that is what it is—valuing things that are— Senator PRATT: I am sure it is analysis that would have been a lot better with an extra few million dollars of resources going into it.	Hansard	page 48, 26 February 2014	PC
2994	1	Xenophon	General Motors Holden and Toyota	Senator XENOPHON: I will not enter into a debate with you, because it will not be productive in terms of whether or not there ought to be assistance, given the decisions made by General Motors Holden and Toyota. The key issue is: is the Productivity Commission's focus now on dealing with the up to 40,000 jobs in the component industry as to how they can adjust, whether they can survive, or, if not, what sort of assistance can be provided to them? Mr Woods: Thank you for your question, Senator. And, yes, I appreciate the evidence that you gave to our inquiry recently. The Productivity Commission is very focused now on the situation facing both the component manufacturers and the employees of both the component manufacturers and the assembly plants. We are identifying that in fact there may be some differences between those two workforces, and we are looking at ways in which support can be best provided. First and foremost is that the basic safety net is appropriate, given that it has to apply to the hundreds of thousands of others who are involuntarily retrenched each year in the economy. Senator XENOPHON: Mr Woods, because I am really under the hammer time wise, do you mind just providing some more information on that on notice, because I have a few other questions.	Hansard	page 48, 26 February 2014	PC
2995	1	Whish-Wilson	root-and-branch review	Senator WHISH-WILSON: I was wondering where we were at with the root-and-branch review—whether that was actually underway? Mr Sims: My understanding is the secretariat is set up in the Treasury and is working away but that the panel is yet to be appointed—although I understand it is that that is not far away. The secretariat in the Treasury is working away and we have donated two of our best people to help them out. Senator WHISH-WILSON: Will you be moving officers from other areas and other departments to help you with— Mr Sims: It is run out of the Treasury portfolio. It is not ours. So there are Treasury officers, a New South Wales Treasury person—they have brought in people from other departments. Senator WHISH-WILSON: How many all up do you expect, Mr Sims? Mr Sims: In the secretariat? Mr Sims: We would have to get back to you on that. It is a Treasury matter. My guess would be 10 or 15, but I am not quite sure.	Hansard	page 53, 26 February 2014	Markets Group (MG)
2996	1	Rhiannon	Free-Range egg claims	Senator RHIANNON: There is growing interest in news that some food producers have been investigated and prosecuted for claims their products come from free-range animals. How many complaints, using free-range claims, have been lodged with the ACCC? Mr Sims: A lot. Mr Gregson is looking up the answer. If we do not have it immediately we will get back to you on it.	Hansard	page 54, 26 February 2014	ACCC
2997	1	Rhiannon	Free-Range egg claims	Mr Gregson: The two most recent matters are Pirovic and Snowdale, in which we have made allegations of free-range-egg claims. They are different from the previous matters we have referred to you in response to questions on notice. The answer to your earlier question on numbers is that we do not have them broken down presently in relation to free range specifically, but roughly we deal with about 300 food-labelling complaints a year. For the year to date we are at about 180. Senator RHIANNON: Could you remind me, does that information cover the outcome of the investigations ad where they are up to, or could you include that? Mr Gregson: We can certainly provide you with matters that we have proceeded to formal resolution, either through courts or otherwise, and certainly matters on which we have formal allegations in the court. I am happy to provide you high-level data about where particular investigations are up to. Senator RHIANNON: Thank you, because there certainly is a lot of interest in it.	Hansard	page 55, 26 February 2014	ACCC
2998	1	Dastyari	ABS Population Projections	Senator DASTYARI: Without placing too much of a burden on your organisation, is it possible to take on notice, using the middle scenario of 240,000 for population projections, what the population estimate for 2050 would be, based on your model? I do not know if that is something you can take on notice. Your projection at the moment is 41.5 million by 2061, but obviously there is no figure for 2050. I just hold the view that we are growing—and I think it is a positive thing—at a faster rate than the Intergenerational report allowed for. We are around the 240,000, so that seems to be more accurate. Is it possible to ask if you could take that on notice? I do not want to create something that is going to be a huge amount of work. Mr Palmer: Just to be clear, you are asking for our own projection of the middle scenario for 2050? Senator DASTYARI: Yes, if you can take that on notice. Mr Palmer: We can do that. Ms van Halderen: Yes.	Hansard	page 61, 26 February 2014	ABS
2999	1	Dastyari	ABS Population Projections #2	Senator DASTYARI: And the lower figure, which is scenario C, uses a net overseas migration of 200,000 a year, which is well above trends for the 1990s and 2000s. Does that mean that you are effectively saying that we are moving to a much higher net overseas migration projection, regardless of scenario? Ms van Halderen: I am going to have to take that one on notice, because the three series that we put out in these projections are based on a series of assumptions, data driven as much as they can be, looking at the historical series. But I am not willing to offer an opinion like that here without further looking at it. Senator DASTYARI: Yes, I understand. This is quite technical, about a report. Mr Palmer: It sounds surprising that our lowest projection would be based on an assumption ahead of the trend, so we will need to look at that.	Hansard	page 61, 26 February 2014	ABS
3000	1	Dastyari	Net Overseas Migration	Senator DASTYARI: In the report, there is also a quote which reads: DIBP— which I assume is the Department of Immigration and Border Protection—is well placed to produce short term NOM assumptions, but beyond 2016-17 the ABS has placed more weight on established trends in NOM. NOM is net overseas migration. I am just wondering why that is the case. The reason being that, between, say, 2011 and 2013 there was an increase in NOM from 170,000 to 244,000. Again, you can take this on notice. I think the projections that you use for the next two years are quite accurate, then you go back to historical figures that someone like me would argue we are never going to return to. I don't know whether that is something you can answer now or can take on notice. Ms van Halderen: We can certainly take that one on notice.	Hansard	page 61, 26 February 2014	ABS

3001-3004	4	Dastyari	Net Overseas Migration #2	<p>Senator DASTYARI: Another one, which I completely understand you will have to take on notice: assuming that the fertility rate can be accurately predicted and modelled, the combination of fertility rate and net overseas migration that will be required to keep our population below 36 million by 2050. Also, there may be some information available now or you can take this on notice: we know that the net overseas migration is obviously increasing—can we get a breakdown of the main visa categories contributing to the increase? Again, I have other questions but if you could take two more on notice. If it is possible to combine the net overseas migration report and the population projection report to estimate the percentage of people born overseas based on projection assumptions.</p> <p>Ms van Halderen: I am going to take that one on notice.</p> <p>Senator DASTYARI: Indeed! And, if so, if you can estimate the percentage of people born overseas for 2020, 2030, 2040 and 2050 using population projections outlined in scenarios A, B and C. Broadly, the point of this will be that it will probably show the diversity proportion is not going to wildly fluctuate, meaning that high immigration and greater population may feel a lot like today's share of immigrants in the population. I am trying to make a 'Big Australia' multicultural point.</p> <p>Mr Palmer: We will take those on notice but I think we would get a bit uncomfortable providing detailed projections at that level of granularity. That is why we only produced the three broad categories based on different net overseas migration assumptions. Once you are starting to factor in things like fertility rates and differences between the fertility rates of people born overseas—</p> <p>Ms van Halderen: And visa classes. These are projections; they are not predictions. They are projections based on a series of assumptions, and if any of those assumptions are not true then the projections come into question. So the assumptions you would have to go into to do this by different country of birth and by different visa class—as you can appreciate, the further out you go, the more the veracity of your assumptions will change. This will be very difficult to do but we can certainly do our best around the broad projections to 2050.</p> <p>Senator DASTYARI: Thank you.</p>	Hansard	page 61-62, 26 February 2014	ABS
3005	1	Pratt	Cancelled Surveys	<p>Senator PRATT: Is there a list of work that you are not proceeding with other than this particular survey, the surveys that have been cancelled?</p> <p>Ms van Halderen: No.</p> <p>Senator PRATT: Can you provide such a list for the committee?</p> <p>Mr Palmer: A list of work that we are not doing?</p> <p>Senator PRATT: Of regular surveys that, if you like, are now no longer done.</p> <p>Senator LUDWIG: The response was qualified, so when I hear a qualified response I always think you should perhaps take it on notice. In that instance it was not a definitive yes or no. If it is a no, confirm that, but is there work that you normally contract to do that you now will not do, or work which is coming up in the next 12 or 18 months or two years that you normally do that you will not now do?</p> <p>Mr Palmer: There is work that we have taken off our work program due to funding constraints, so wharfs and at the same time we removed a survey of tourist accommodation. We reduced the frequency of that one. So in some cases we cancel things and in other cases we just modify the frequency or scope.</p> <p>Senator LUDWIG: That was my next question.</p> <p>CHAIR: No more questions, Senator Ludwig. We have run out of time; we have gone over already.</p> <p>Senator LUDWIG: They have decided to take that on notice. Also those that you have curtailed.</p>	Hansard	page 65-66, 26 February 2014	ABS
3006	1	Bushby	hospitality spending	<p>CHAIR: I will finish off with some general corporate questions that agencies are asked all over the place. What has the CEFC paid for entertaining, hospitality costs and fringe benefits, respectively, since its establishment?</p> <p>Ms Broadbent: Very little, I would say, but I will let someone else answer that.</p> <p>Mr Powell: Indeed, very little. However, to be precise we would need to take that on notice and come back to you.</p> <p>CHAIR: That's fine.</p>	Hansard	page 68, 26 February 2014	CEFC
3007	1	Bushby	Business class travel	<p>CHAIR: That's fine. You may need to you the same with this one: what is the value of business class and first-class travel that the CEFC has paid for since its establishment and what does that equate to in cost per trip for the average business class round trip and cost per first-class round trip? Another on notice?</p> <p>Mr Powell: Yes, please.</p>	Hansard	page 68, 26 February 2014	CEFC
3008	1	Bushby	CEFC Staffing	<p>CHAIR: What proportion of CEFC staff earn over \$100,000 in total remuneration packages and what is the number of persons on each pay ground or reward package, excluding the board members?</p> <p>Mr Yates: I will take it on notice.</p>	Hansard	page 68, 26 February 2014	CEFC
3009	1	Bushby	CEFC Board Costs	<p>CHAIR: What have been the total board costs since the establishment of the CEFC? Do you have that figure?</p> <p>Mr Powell: Sorry, the board costs? We would have to take that on notice, because it is a subset of a much larger pool.</p>	Hansard	page 68-69, 26 February 2014	CEFC
3010	1	Bushby	CEFC Board meetings	<p>CHAIR: How many board meetings has the CEFC held and what have been the total direct costs and indirect costs from support for those meetings since the establishment of the CEFC?</p> <p>Mr Powell: We have just completed meeting No. 29. I will take on notice the question on costs.</p>	Hansard	page 69, 26 February 2014	CEFC
3011	1	Bushby	CEFC leasing costs	<p>CHAIR: What elements and total costs of the CEFC's cost structure would be reduced or removed if the same lending were undertaken by accounts of a commercial bank rather than by the CEFC?</p> <p>Mr Yates: I think you would find that to be a hypothetical question.</p> <p>CHAIR: That's fine. What leasing costs has the CEFC incurred since its establishment?</p> <p>Mr Powell: The only leasing costs we have incurred are in relation to the premises in Sydney and the premises in Brisbane.</p> <p>CHAIR: You can provide details?</p> <p>Mr Yates: Yes.</p> <p>CHAIR: I am happy for the costs of that to be on notice.</p>	Hansard	page 69, 26 February 2014	CEFC
3012	1	Bushby	CEFC leasing costs #2	<p>What are the positive features of the properties the CEFC leases, including location and grade of office? What is the cost per square metre and what are the forward year rent-increase terms? How does the building compare to the average cost for Australian government offices?</p> <p>Ms Broadbent: We did a very good deal, but we will get the details.</p> <p>CHAIR: If you could get those details on notice that would be fine.</p>	Hansard	page 69, 26 February 2014	CEFC
3013	1	Mark Bishop	Co-financiers - CEFC	<p>Senator MARK BISHOP: No worries. Can you tell us who are the principle backers of the CEFC in your investments, or is it just too broad?</p> <p>Ms Broadbent: Do you mean other co-financiers?</p> <p>Senator MARK BISHOP: Yes.</p> <p>Ms Broadbent: Pretty broadly, the existing banks. We've been able to attract new, foreign banks from Europe and Asia. It is a very diverse group of organisations.</p> <p>Senator MARK BISHOP: So all the domestic banks and a range of new entrants?</p> <p>Ms Broadbent: Yes.</p> <p>Senator MARK BISHOP: What's your pool now: 25, 35 banks?</p> <p>Mr Yates: I imagine it would probably be 15 and then you have the equity investors—the equity investors in the projects—and foreign export credit agencies.</p> <p>Senator MARK BISHOP: Okay, that's 'how long is a piece of string'. Can you take it on notice and give us the actual details of the banks and the other investors. That would be fine.</p> <p>Mr Yates: Yes, sure.</p>	Hansard	page 69, 26 February 2014	CEFC
3014	1	Milne	Annual Report - proposals for projects	<p>Senator MILNE: Your annual report stated that 179 proposals for projects were in the pipeline to an estimated value of \$14.9 billion. Can you indicate whether those figures are unchanged since the annual report or whether they have gone further than that. Also, are you able to disclose a state-by-state breakdown of the total value and number of projects that you have got in the pipeline and also that you have already funded.</p> <p>Mr Yates: We are happy to provide a state-by-state breakdown. We will provide that on notice if that is okay.</p> <p>Senator MILNE: Yes.</p>	Hansard	page 72, 26 February 2014	CEFC
3015	1	Wong	MYEFO - Policy decisions	<p>Senator WONG: Here you do not even get back to balance. Can you tell me what has changed.</p> <p>Mr Ray: There is the cash reconciliation table on page 29 of MYEFO which summarises the changes. There are a range of things. There are a number of policy decisions on both the receipts and payments sides and then there are changes in economic parameters and other things which have affected both the receipts and payments sides.</p> <p>Senator WONG: I think you said there were four components of the policy decisions?</p> <p>Mr Ray: The policy decisions had a net negative impact across the forward estimates of \$13.7 billion.</p> <p>Senator WONG: And these are policy decisions of government?</p> <p>Mr Ray: Yes, that is correct. Then the total parameter and other variations had a net negative impact of \$54.4 billion across the forward estimates.</p> <p>Senator WONG: Can you give me a list of what the parameter and other variations were that made up that?</p> <p>Mr Ray: It is material in the papers.</p> <p>Senator WONG: It only identifies some. I want all.</p> <p>Mr Ray: I will take that on notice.</p> <p>Senator WONG: I want to understand all of the components of the \$54.4 billion.</p> <p>Mr Ray: I think all the policy decisions are identified in MYEFO in the appendix.</p> <p>Senator WONG: In the equivalent of BP 2?</p> <p>Mr Ray: Yes.</p> <p>Senator WONG: If they are not, I want to understand everything that makes up the \$13.7 billion and everything that makes up the \$54.4 billion.</p>	Hansard	page 80-81, 26 February 2014	Fiscal Group (FG)
3016	1	Wong	Terms of trade methodology	<p>Senator WONG: It is those four—what shall we call them?—factors that drive the significant difference between chart 1.1 in the MYEFO and chart F3 in the PEFO?</p> <p>Mr Ray: That and the fact that the change in the terms of trade methodology would have some impact beyond the forward estimates—that is on top of that \$2 billion.</p> <p>Senator WONG: So it would continue to be operative. Can you give us some sense of the quantitative impact of that over that period?</p> <p>Mr Ray: I will have to take that on notice.</p> <p>Senator WONG: You can but you are not able to now?</p> <p>Mr Ray: We do not have it with us or in our heads.</p> <p>Senator WONG: But it is ascertainable?</p> <p>Mr Ray: It is ascertainable.</p>	Hansard	page 81, 26 February 2014	Fiscal Group (FG)
3017	1	Mark Bishop	Housing supply/affordability	<p>Senator MARK BISHOP: Has Treasury provided any advice to government on new policies to promote housing supply or affordability?</p> <p>Mr Ray: Senator, you know that the general approach is not—</p> <p>Senator WONG: He is not asking about the content.</p> <p>Mr Ray: I know he is not asking about the content, Senator, but he is asking about whether or not we provided advice on a particular topic, and generally that is something that we do not get into in this committee.</p> <p>Senator WONG: He is entitled to ask process questions, and the topic is so general as to not actually elicit the details of that advice.</p> <p>Page 84 Senate Wednesday, 26 February 2014 ECONOMICS LEGISLATION COMMITTEE</p> <p>Mr Ray: If the senator wants to persist with the question, then we will take it on notice.</p> <p>Senator MARK BISHOP: Okay. So you will take it on notice whether Treasury has provided advice to the government on new policies to promote housing supply or affordability?</p> <p>Mr Ray: Yes.</p>	Hansard	page 83-84, 26 February 2014	Fiscal Group (FG)

3018	1	Mark Bishop	Housing supply/affordability #2	<p>Senator MARK BISHOP: Has Treasury allocated any dedicated officials to do some work on housing affordability policies?</p> <p>Ms Croke: Within our social policy division, we basically are across all social policy issues, and that would include housing and homelessness, and there are officials who work on housing and homelessness, primarily in their role to support the work of the portfolio responsible for housing and homelessness.</p> <p>Senator MARK BISHOP: Has Treasury allocated any extra officials to that subset, since it came to power, or reduced the numbers that were there, in terms of FTEs?</p> <p>Ms Croke: I would have to take that on notice to compare our FTEs in the division.</p> <p>Senator MARK BISHOP: Fine. Can you take on notice the number of officials, FTEs, you had working on housing policy and housing affordability when you came to government, any directions you have given in terms of numbers since then and what is the current FTE equivalent working in that area, in Treasury only, under your responsibility?</p> <p>Ms Croke: Certainly.</p>	Hansard	page 84, 26 February 2014	Fiscal Group (FG)
3019	1	Smith	National Injury Insurance Scheme	<p>Senator SMITH: In the establishment of this particular scheme, have there been any strong dissenting voices around the approach that should be taken?</p> <p>Ms Croke: Not that I am aware of, Senator. We meet fairly regularly with state and territory colleagues and we are all working to the timetable.</p> <p>Senator SMITH: What about the participation of industry or expert persons that are not actually Commonwealth or state officials? It is a very niche issue.</p> <p>Ms Croke: I will have to take it on notice if you want more detail, but I know that we have experts who have worked with us on medical injuries. With workplace we have been working with SafeWork Australia.</p> <p>Senator SMITH: Going to the issue around costs or savings: what are the projected savings to the National Disability Insurance Scheme? Have you done those calculations?</p> <p>Ms Croke: In February last year I think the estimate was of around \$2 billion when mature, which is around 60 years after commencement. That is \$2 billion in today's dollars that the NDIS would not have to be funding.</p> <p>Senator SMITH: Over a 60-year—</p> <p>Mr Ray: At the end of that 60-year period. It takes a long time for this scheme to mature because it only applies to new injuries.</p> <p>Senator SMITH: From the evidence, am I correct in thinking that it is the medical component of the scheme that requires the most—</p> <p>Ms Croke: It is probably the general accidents. That would be a quad bike accident on a farm or something of that nature. Coming up with the benchmark for the scope of those general accidents will be quite exhaustive. We will need to think of almost every possible scenario, and that is quite difficult. That is why the work is we are doing is a scoping piece of work to the end of this year.</p> <p>Senator SMITH: Is Insurance Council Australia involved in this process somewhere and somehow?</p> <p>Ms Croke: I would have to take that on notice but I think I could answer that pretty quickly.</p> <p>Senator SMITH: I will be interested in those answers.</p>	Hansard	page 85, 26 February 2014	Fiscal Group (FG)
3020	1	Smith	National Disability Insurance Scheme	<p>Senator SMITH: Going to the issue around costs or savings: what are the projected savings to the National Disability Insurance Scheme? Have you done those calculations?</p> <p>Ms Croke: In February last year I think the estimate was of around \$2 billion when mature, which is around 60 years after commencement. That is \$2 billion in today's dollars that the NDIS would not have to be funding.</p> <p>Senator SMITH: Over a 60-year—</p> <p>Mr Ray: At the end of that 60-year period. It takes a long time for this scheme to mature because it only applies to new injuries.</p> <p>Senator SMITH: From the evidence, am I correct in thinking that it is the medical component of the scheme that requires the most—</p> <p>Ms Croke: It is probably the general accidents. That would be a quad bike accident on a farm or something of that nature. Coming up with the benchmark for the scope of those general accidents will be quite exhaustive. We will need to think of almost every possible scenario, and that is quite difficult. That is why the work is we are doing is a scoping piece of work to the end of this year.</p> <p>Senator SMITH: Is Insurance Council Australia involved in this process somewhere and somehow?</p> <p>Ms Croke: I would have to take that on notice but I think I could answer that pretty quickly.</p> <p>Senator SMITH: I will be interested in those answers.</p>	Hansard	page 85-86, 26 February 2014	Fiscal Group (FG)
3021	1	Dastyari	MYEFO projections	<p>Senator DASTYARI: Sure. We had a debate this morning about methodologies that are and are not being used at the moment, the difference between PEFO and MYEFO. In the Commission of Audit report, what methodologies have been used? Are the same methodologies, projections and forecasts that were used in MYEFO making the basis of the Commission of Audit report?</p> <p>Senator Sinodinos: Not having seen the report, I cannot give you a first-hand view of that. However, if I look at the terms of reference for the Commission of Audit, the commission is looking at specific proposals for changes in spending, size of government, and efficiencies in the delivery of government services, whereas I thought the discussion this morning was around the methodology for things like economic parameters. The officials can correct me if I am wrong, but I am not sure that the Commission of Audit in its terms of reference was looking at those methodological issues.</p> <p>Mr Ray: When Mr Shepherd gave evidence to the select committee—I do not want to put words into his mouth—he did stress that the commissioners are independent and they could choose to use whatever methodology they wanted.</p> <p>Senator DASTYARI: That is the point I am getting at.</p> <p>Senator Sinodinos: No, but methodology in relation to, what, costing proposals? I just want to get clear what—</p> <p>Mr Ray: It was specifically, probably in answer to a question from Senator Dastyari, about forecasts and projection—</p> <p>Senator DASTYARI: The question I asked—and this is before we were given the figure for 2023-24, which was taken on notice and provided as a surplus of \$26 billion based on MYEFO projections—was whether they were using the projections that had been supplied by Treasury and whether they were using—I think I went further, Mr Ray, and the record may stand to be corrected on this—whether they were using some of the parameters and what-not that was used in MYEFO as the basis for the decisions they were making, and for the report they were producing, and they did make the point that they were reserving the right to independently do their own forecasting, which struck me as a bit odd, because why would you not just use Treasury figures?</p> <p>Mr Ray: I think that is a question for Mr Shepherd.</p> <p>Senator DASTYARI: It will be. Are you able to that on notice, Minister? I assume I will probably have seen the report by the time the—</p> <p>Senator Sinodinos: I will be fascinated in the answer.</p>	Hansard	page 90, 26 February 2014	Fiscal Group (FG)
3022-3023	2	Dastyari	Infrastructure spending	<p>Senator DASTYARI: Going to infrastructure, infrastructure spending and proposals to pay for infrastructure, where are we up to with working on the new infrastructure partnership with states and territories that the Treasurer outlined on 27 November?</p> <p>Mr Legg: All I can say is that negotiations are continuing. The Treasurer made this comment following a standing committee on federal financial relations. He has also made similar observations in the press and would like to press on with this initiative. We have been discussing this at officer level with our counterparts in the state treasuries.</p> <p>Senator DASTYARI: Do you know when the next meeting with the state treasurers is planned for?</p> <p>Mr Legg: Late March I think.</p> <p>Senator DASTYARI: Is there a firm date which you can take on notice?</p> <p>Mr Legg: Sure. Under advisement, I think it is on the 27th, but I will check that.</p>	Hansard	page 90, 26 February 2014	Fiscal Group (FG)
3024	1	Bushby	Non-for-profit sector	<p>CHAIR: How much revenue has been raised from the not-for-profit sector since the establishment of the ACNC?</p> <p>Mr Olesen: I do not have that data with me. We would need to take that on notice.</p> <p>CHAIR: In doing so, can you also see if you can answer how much of that has arisen from ATO initiated activity and the degree to which any of that was raised through referrals from the ACNC.</p> <p>Mr Olesen: Sure.</p> <p>CHAIR: Are you aware of the ACNC reversing any legal positions or strategies which had previously been endorsed by the ATO on precedential questions of law?</p> <p>Mr Olesen: That is properly a question better directed to the ACNC. I am aware that we do not completely agree on every single way in which we use to consider whether a charity was a charity and all the issues associated with whether a charity is a charity, but by large we do. I think there were some things at the margins.</p> <p>CHAIR: Would you mind taking on notice anything that you are aware of at the margins where you have a slightly differing view. I will ask the ACNC as well. Do you think there is any likelihood that a change of decision-maker could lead to a reversal of position on questions of law?</p> <p>Mr Olesen: Consistent with my last answer, I do not think in any significant way because our views are substantially the same. As I say, at the margins there might be some slight differences in approach but they are not significant, in my understanding.</p>	Hansard	page 93, 26 February 2014	ATO
3025	1	Wong	Methodology for forecasting	<p>Senator WONG: So can you tell me if there has been any change in how a forecast of GOS is generated, since PEFO, for example, or since the budget?</p> <p>Mr Brake: The main change that we have done in recent times has been looking at a more disaggregated company tax forecasting approach, where we have tried to look at different sectors of the economy. So we are looking at basically the mining sector, the finance sector, and the rest of the economy. So we tried that approach as opposed to a more whole-of-economy perspective. We implemented that, but we implemented it well before PEFO. That would have been in place in the last year's budget.</p> <p>Mr Heferen: But to be clear, that is a translation of the GOS numbers from those sectors into tax.</p> <p>Senator WONG: I was actually asking you about the preceding step.</p> <p>Mr Heferen: I am pretty sure we take the actual share of GOS as given from our domestic economy division colleagues.</p> <p>Senator WONG: I am not sure if this was asked this morning: are you able to tell me if there was any change to the methodology for forecasting GOS since the budget?</p> <p>Mr Heferen: Not that we are aware of.</p> <p>Senator WONG: Will you tell me on notice if that is not correct?</p> <p>Mr Heferen: We will take that on notice.</p>	Hansard	page 95, 26 February 2014	Macroeconomic Group (MEG)
3026-3027	2	Wong	Gross Operating Surplus	<p>Senator WONG: You probably cannot answer this, so perhaps take it on notice. It sounds like it should be a macro group question. The GOS has been revised down substantially in 2015-16 and 2016-17. Is that correct?</p> <p>Mr Brake: That is correct.</p> <p>Senator WONG: Is there a table that I should be looking at for the purposes of this discussion?</p> <p>Mr Brake: In terms of the size of the revisions, in table 3.7 on page 34, the third line shows corporate gross operating surplus.</p> <p>Senator WONG: That is a very substantial reduction of 2% and 2% in the projection years.</p> <p>Mr Brake: That would relate to the change in the projection methodology for the terms of trade. Because the terms of trade are weaker and commodity prices are assumed to be weaker, corporate profitability is reduced.</p> <p>Senator WONG: You have got 1%, but you are essentially more than halving your projection for those two years as a result. Is that correct?</p> <p>Mr Brake: Yes. That would be right.</p> <p>Senator WONG: It goes from over five, then down to 2%, then to over five and then down to 2%.</p> <p>Mr Brake: Yes.</p> <p>Senator WONG: That is a pretty substantial reduction. Is it your evidence that that reduction is primarily driven by the change to the terms of trade methodology?</p> <p>Mr Heferen: That is right for 2015-16 and 2016-17, isn't it?</p> <p>Mr Brake: Yes.</p> <p>Senator WONG: Are you able to tell me if there is anything else driving that?</p> <p>Mr Heferen: I think we should take that on notice.</p> <p>Senator WONG: That is fine. I am happy to do that.</p> <p>Mr Heferen: We will take it on notice and consult with our macro-economic group colleagues.</p> <p>Senator WONG: I would appreciate that. You might need to take this on notice: are you able to give me some historical data on how this figure of 2% compares with growth in this parameter?</p> <p>Mr Brake: I think we could do that for you. That would be from the national accounts.</p> <p>Senator WONG: Are you able to help me with that? Can someone who is not here help me with that?</p> <p>Mr Brake: We can take it on notice.</p> <p>Senator WONG: Thank you.</p>	Hansard	page 95, 26 February 2014	Macroeconomic Group (MEG)
3028	1	Wong	Company Tax	<p>Senator WONG: Perhaps I will ask the question a different way. Can you tell me what the primary drivers of the downward revision to company tax are?</p> <p>Mr Brake: There are a few factors. One is the forecasts of weaker profitability in the nearish term, in the forecast years. Another factor would be the change in the terms of trade—</p> <p>Senator WONG: In the projection years?</p> <p>Mr Brake: in the projection years. We also had some weakness in collections in the second half of the 2013 calendar year. Those factors combined.</p> <p>Senator WONG: Are you able to disaggregate that for me?</p> <p>Mr Brake: We will take that on notice.</p> <p>Senator WONG: Those downward revisions of the corporate tax receipts over the medium term you have already taken that on notice, haven't you?</p> <p>Mr Heferen: Yes.</p>	Hansard	page 96-97, 26 February 2014	Revenue Group (RG)
3029	1	Wong	Tax-to-GDP ratio	<p>Senator WONG: Are you able to tell me what chart 1.1 does assume or what it is predicated on in terms of the tax-to-GDP ratio beyond the forwards.</p> <p>Mr Brake: Can you just repeat that?</p> <p>Senator WONG: Chart 1.1 is the UCB projection out to 2023-24. Are you able to tell me the tax-to-GDP ratio assumption underpinning this chart both in the forwards and out to 2023-24?</p> <p>Mr Heferen: We will have to take that on notice. I am pretty sure that any material here will only go out to the forward estimates.</p> <p>Senator WONG: You will come back to me. I am trying to get a sense of the difference between the PEEFO F3 and Chart 1.1. Okav?</p>	Hansard	page 97, 26 February 2014	Fiscal Group (FG)

3030-3031	2	Milne	Commissioner of Taxation v Messenger Press Pty Ltd	<p>Senator MILNE: This is a question in relation to the recent case of the Commissioner of Taxation v Messenger Press Pty Ltd on appeal. Did the tax office consider applying for special leave to appeal to the High Court?</p> <p>Mr Jordan: I will have Neil Olesen, the Second Commissioner for Compliance answer that question. As I understand it, there was advice received on that appeal matter and it was considered whether that should be. The provisions, as I understand it—the old division 3B—were no longer operative, and the opinions that we received were of the view that it was unlikely to get special leave as there was no precedential value going forward. But I will ask the second commissioner.</p> <p>Mr Olesen: Yes we did consider it.</p> <p>Senator MILNE: When you say you did consider it, did you seek advice as to whether or not to apply for special leave to appeal to the High Court from the Solicitor-General or anybody else in a legal context?</p> <p>Mr Olesen: I do not have that information here, I will have to take that on notice. It would not be unusual for us. In fact, it would be usual for us to seek such advice. But I cannot confirm it from the information I have in front of me at the moment.</p> <p>Senator MILNE: I find it hard to believe that you cannot give me an answer to that in the sense that the decision came down, as I understand it, on 25 July. As I understand it there was a period of time—28 days—in which you had an opportunity to appeal, and in that period we went into caretaker mode. Somebody had to have made a decision before 16 August whether or not to appeal. I want to go back through who knew what, when, and who was making these decisions. When the decision came down on 25 July, did the tax office then discuss this matter with the then Treasurer or minister as to what should be done?</p> <p>Mr Olesen: No, to the best of my knowledge. We have very thorough processes when there are unfavourable decisions for us in the Federal Court. We routinely allocate senior officers to look at those cases and make judgements about whether we want to proceed with an appeal to the High Court. In a lot of those cases we will seek advice from the Solicitor General. We may have in this case; I just do not have that particular information here in front of me. My understanding in accordance with our normal process is that we would have considered the pros and cons of an appeal, having regard to the matter that was litigated, and formed an independent view about whether to proceed with an appeal.</p> <p>Mr Jordan: Can I just address the specific part? I think part of your question went to whether the ATO discussed this with the Treasurer or the Assistant Treasurer? Is that what—</p> <p>Senator MILNE: Yes, with the Treasurer, or the Assistant Treasurer or anyone who was a government minister—</p> <p>Mr Jordan: I can certainly say that I did not, and I am not aware of anyone else in the ATO discussing that. I would think that it would be somewhat unusual for anyone to discuss—</p> <p>Mr Olesen: It would be extraordinary.</p> <p>Mr Jordan: Extraordinary.</p> <p>Mr Olesen: We are not able to discuss individual taxpayer matters with ministers.</p> <p>Mr Jordan: But I can say that I did not and I can virtually say that the second commissioners did not—and Jeff Leeper would not, because that would not be his area—discuss that with the Treasurer or the Assistant Treasurer.</p> <p>Senator MILNE: Okay. So I want on notice from you whether the tax office sought advice from the Solicitor-General or any other legal counsel, if not the Solicitor-General. Then secondly, did the Solicitor-General recommend that the commissioner seek special leave or not? Or did any other legal professional make that recommendation pertaining to that matter?</p> <p>Mr Jordan: We will take that on notice.</p>	Hansard	page 97-98, 26 February 2014	ATO
3032	1	Heffernan	Terms of trade	<p>Senator HEFFERNAN: Well, you know, 1%. They are paying at the present time per working day—not per day; per working day—\$1 billion interest. At a historically low interest rate, they are paying \$1 billion interest. It seems to me that for the US the only way out of their \$17 trillion in public debt, \$5 trillion borrowed from their own pension fund, is to devalue their debt with inflation. You have made some assumptions with our terms of trade into the future. What are those assumptions in terms of the US financial position? If we are to lower our dollar, we are going to have to go to zero interest rates. Do you consider those sorts of assumptions in your consideration of the terms of trade?</p> <p>Mr Heferen: A couple of things: the terms of trade assumptions are really a matter for our Macroeconomic Group colleagues, not for us.</p> <p>Senator HEFFERNAN: Well, I am a busted farmer and I can figure it out.</p> <p>Mr Heferen: Well, the way our economic forecast would work, we would take into account all the available information—</p> <p>Senator HEFFERNAN: But the short answer is that you do not know—</p> <p>Mr Heferen: Certainly, the external—</p> <p>Senator HEFFERNAN: what the assumption is on the terms of trade. If we have to maintain our terms of trade, what is that going to do to the value of the Australian dollar vis-a-vis interest rates.</p> <p>Senator Sinodinos: This is a very broad philosophical consideration.</p> <p>Senator HEFFERNAN: No, it is the key to it.</p> <p>Mr Heferen: The budget assumes that there is a gradual wind-down of the Australian dollar consistent with the terms of trade.</p> <p>Senator HEFFERNAN: I accept that. So what does that say with the US debt position and the value of the US currency?</p> <p>Mr Heferen: I do not know. We would have to take that on notice.</p> <p>Senator HEFFERNAN: You ought to think about it.</p> <p>Senator Sinodinos: We can take that on notice.</p> <p>Mr Heferen: We will take it on notice.</p> <p>Senator HEFFERNAN: You can take it on notice and I would like the answer.</p>	Hansard	page 101, 26 February 2014	Macroeconomic Group (MEG)
3033	1	Pratt		<p>Ms Pascoe: We operate under an MOU with the ATO on a fee-for-service basis and we have developed very productive working relationships, which I do not think interfere with the independence of the ACNC.</p> <p>Senator PRATT: In fact, it is probably important to have people in the ATO who understand the not-for-profit sector.</p> <p>Ms Pascoe: I think so, and also I think there are considerable efficiencies in that relationship.</p> <p>Senator PRATT: So the main issue you have at the moment is a higher-than-usual attrition rate for valued staff because of the uncertainty around the future of the organisation.</p> <p>Ms Pascoe: Yes, and I think alongside that is the fact that the area of law that we are administering—charity law—is a fairly specialised area, so each time someone goes there is quite some training required for any replacement, so that becomes an internal management issue, apart from morale of staff.</p> <p>Mr Locke: We have been training staff for 18 months, and obviously if we lose staff who have gained that experience it makes it more difficult.</p> <p>Senator PRATT: It certainly is. Well, I was very pleased to see you up and running, and I hope you manage to be for a long time into the future.</p> <p>Mr Jordan: Senator, perhaps I could just clarify one of your first questions. I am informed that there have been four people from the ACNC who have expressed an interest in voluntary redundancy. They closed only last Friday, so it is very early days, and clearly it would be within the ACNC's determination as to whether they would accept that expression of interest or not, and we are working through that now.</p> <p>Senator PRATT: You have said there is a higher-than-usual attrition rate. Are we able to document that in any way?</p> <p>Mr Locke: We can provide that. We can take that on notice.</p> <p>Senator PRATT: That would be terrific. Thank you.</p>	Hansard	page 104, 26 February 2014	ACNC
3034-3038	5	Whish-Wilson	Managed Investment Schemes	<p>Senator WHISH-WILSON: I have a couple of questions about MISs—monthly income schemes. Recently there was a federal court case against Barossa Vines. I understand that you pursued them because they failed to manage the scheme in accordance with how they said they would provide a product ruling. I just wanted to check that that is correct.</p> <p>Mr Jordan: I do not have the full details of that case. I do understand that it was under that promoters legislation and that they had not met the stated requirements in the information they had provided to us to get the product ruling. But my detailed knowledge beyond that is fairly limited.</p> <p>Senator WHISH-WILSON: Perhaps you could just generally give me an idea of how many product rulings have been withdrawn through MIS-type—what would we call them? Packages?</p> <p>Mr Jordan: I would have to take that on notice.</p> <p>Senator WHISH-WILSON: Could you also give me an idea of how many product rulings the ATO has made on managed investment schemes over the past decade?</p> <p>Mr Jordan: I would certainly have to take that one on notice.</p> <p>Senator WHISH-WILSON: We don't want much, do we? I understand that the process for granting a product ruling is fairly comprehensive. In this case, being a vineyard owner, like my colleague Senator Edwards, I understand that planting rootstocks rather than rootlings would be a material difference to what was in a prospective. Have any rulings been withdrawn on the basis that the marketing of agricultural products and MISs has not been delivered in the way it was promised in prospectuses or that markets have not existed?</p> <p>Mr Jordan: Again, I am not specifically aware of that and would have to take it on notice. As a general comment, clearly a lot of analysis goes into the matter before a product ruling is given, because people obviously rely on it and at times it is significant in terms of the level of investment and the amount of tax deductions that are claimed under that product ruling. As for the ongoing monitoring of exactly what happens to each of those schemes, I think there is an element of intelligence that we rely on for people. Clearly we need to work with other agencies, if people have been misrepresented, so that the sharing of that knowledge—</p> <p>Senator WHISH-WILSON: I was going to ask you what resources you had specifically in relation to monitoring these things. But it makes sense that it is a joint—</p> <p>Mr Jordan: Yes, but we do rely on maybe complaints from people about the investment, but I am not aware of us specifically monitoring all product rulings.</p> <p>Senator WHISH-WILSON: So it would have to be referred to you. The reason I was interested in this is that we know that in Tasmania, with a large plantation estate, much of it is driven by an MIS, and because we have had failed schemes, there are issues around pruning not being done, for example, or management of those estates. So I was just interested in whether that was being monitored or whether there were any existing investigations.</p> <p>Mr Jordan: I am not aware of the ATO having any responsibility to physically monitor over the years. You are referring to some of these forest MISs. They often have lifetimes of 25-plus years in terms of the return. I am not aware of the ATO having any specific program. I will take that on notice, but I can say here that it is not something I am specifically aware of—of us going back five, 10 or 15 years and checking whether the pruning has been done, whether there has been sufficient maintenance of it to justify the deductions. It is more a consumer protection—</p> <p>Senator WHISH-WILSON: I understand that would be very difficult. But there is a situation where I suppose you have had massive failures in the companies managing these things, and farmers are complaining about it. It is common knowledge. Perhaps I could also get on notice what the tax expenditure has been for managed investment schemes over the past decade, or what has been deferred away from the taxation stream right across—</p> <p>Mr Jordan: We can certainly take that on notice. I know that a number of years ago they were fairly severely restricted, and there are only a few types of arrangements now that are allowed.</p> <p>Senator WHISH-WILSON: Could I also get that final detail?</p> <p>Mr Jordan: Yes.</p> <p>Senator WHISH-WILSON: Thank you, because I did have a bit of confusion when I was looking it up as to which schemes it is still applicable on.</p> <p>Mr Jordan: I know it is still applicable to forestry. I am not too sure whether it goes much beyond forestry.</p> <p>Senator WHISH-WILSON: That is what I could not find. I could not find anything else.</p> <p>Mr Jordan: I thought most of the others were now restricted as really forestry.</p>	Hansard	Page 104-105, 26 February 2014	ATO
3039	1	Edwards	Friends of the Earth	<p>Senator EDWARDS: I want to take you to the court case that is going on in the west but not specifically to the court case about the neighbour who is suing the other neighbour with the genetically modified seeds blown in across the fence, who has lost his organic accreditation. The Safe Food Foundation is conducting fundraising activities to raise money for the organic grower Steve Marsh, who is suing his neighbour, Michael Baxter, for the loss of organic certification. To facilitate their fundraising efforts in the campaign against the farmers who chose to grow the GM crops, the Safe Food Foundation has advertised all donations to the Safe Food Foundation and the Steve Marsh Legal Fighting Fund as tax deductible, despite the fact that they themselves do not have a DGR status. In a similar vein, anti-GM activist group Gene Ethics are using a DGR status of Friends of the Earth to solicit tax-deductible donations to their long-running campaign against agricultural biotechnology. I want to draw to the ATO's attention the use of the Australian tax-deductibility laws by Friends of the Earth Australia. Friends of the Earth are a charitable institution endorsed as a deductible gift recipient and they are being used openly by the Safe Food Foundation—I have links, websites and things like that here—and Gene Ethics to collect donations on their behalf. Safe Food Foundation and Gene Ethics are not endorsed as a deductible gift recipient. Is the ATO satisfied that Friends of the Earth have met the requirements to act as an agent for these other organisations?</p> <p>Mr Olesen: I was not aware of that particular information, but I am very grateful to take that intelligence and look into it further.</p> <p>Senator EDWARDS: Take it on notice and I can provide you with more.</p>	Hansard	page 105, 26 February 2014	ATO

3040-3041	2	Edwards	Regionally based agricultural industries	<p>Senator EDWARDS: Can you list for me any other agricultural, regionally based industry whose sales tax on the product which it makes raises that level of income in any year for Treasury?</p> <p>Mr Heferen: Beer would.</p> <p>Senator EDWARDS: I am talking about an agriculturally based regional industry. Beer is made in factories—</p> <p>Mr Heferen: Compared to wine—</p> <p>Senator EDWARDS: In suburbs in Melbourne, Sydney and Hobart.</p> <p>Mr Heferen: I beg your pardon.</p> <p>Senator EDWARDS: And it is made 365 days a year, whenever they want to turn the tap on.</p> <p>Mr Heferen: We will take that question on notice.</p> <p>Senator SINODINOS: Do you have cider there?</p> <p>Senator EDWARDS: I think cider is subject to the tax rebate.</p> <p>Mr Heferen: Wine would probably be the biggest, but of course the wine going off volume with the rebate and so forth to get the breakdown—because a lot of wine would not be—</p> <p>Senator EDWARDS: Subject to the tax. The question I am asking is: is there another regionally based agricultural industry that raises \$700 million net, straight in the skyrocket for the Treasurer, in this country in any one year? The fruits of all those wine producers' labours, the sales and their efforts in marketing raise \$700 million for the Treasurer. The Treasurer does not actually make the wine. He does not sell it or market it. He does not build his brands, build his labour or do anything. He clips the ticket for \$700 million net a year from the Australian wine industry. Is there any other industry that comes close to raising that amount of money?</p> <p>CHAIR: Mr Heferen, did you indicate you were taking that on notice?</p> <p>Mr Heferen: Yes, we will take it on notice, of course.</p> <p>Senator EDWARDS: Can you list them and the value for me, please?</p> <p>Mr Heferen: Yes.</p> <p>CHAIR: That sounds persuasive.</p> <p>Senator Pratt interjecting—</p> <p>Senator EDWARDS: No. I am just looking at the contribution that the Australian wine industry makes—</p> <p>Senator SINODINOS: Agent provocateurs. They cannot grow it—</p> <p>Senator EDWARDS: What other agricultural regional based rural industries are taxed over the level of this country's GST rate of 10 per cent?</p> <p>Mr Heferen: We will take that on notice.</p>	Hansard	page 106, 26 February 2014	Revenue Group (RG)
3042	1	Edwards	Rebates of tax receipts	<p>Senator EDWARDS: In your forecast for the 2014 year, do you expect the percentage of rebates of tax receipts to rise or fall?</p> <p>Mr Heferen: We will take that on notice again.</p> <p>Senator EDWARDS: Is it dramatic, and in double figures?</p> <p>Mr Heferen: We will take that double figures on notice. We might be qualified for the dramatic.</p> <p>Senator EDWARDS: I would think anything over three or four per cent would be dramatic. Is that consistent, or mirrored, over the same period in your dealings with New Zealand and the rebate to them?</p> <p>Mr Heferen: Can I be clear, in the question that we will take on notice, it is the—</p> <p>Senator EDWARDS: The percentage of rebate.</p> <p>Mr Heferen: The percentage of rebate to Australian producers versus the percentage of rebate to New Zealand producers?</p>	Hansard	page 106, 26 February 2014	Revenue Group (RG)
3043	1	Edwards	Meetings with Wine Industry	<p>Senator EDWARDS: Do you meet or deal directly with the Winemakers' Federation of Australia, Wine Grape Growers Australia, the Wine Australia Corporation or the Grape and Wine Research and Development Corporation?</p> <p>—</p> <p>Senator EDWARDS: Could you see if there are any minutes of any of those meetings in the last 18 months, and would you make them available to me?</p> <p>Mr Heferen: We will take that on notice. I would caveat that if we have a meeting with an external and we minute it, we would obviously speak to them before—</p>	Hansard	page 107, 26 February 2014	Revenue Group (RG)
3044	1	Edwards	Wine-blending rules	<p>Senator EDWARDS: ...Has the amendment of legislation on wine-blending rules that came into effect in December 2012 led to a dramatic decline in tax rebates being sought of the ATO by the Australian wine producers?</p> <p>Mr Heferen: Again, we will have to take that on notice. I think it will go into the previous one we took on notice about the rate of rebate and how that has occurred in Australia.</p>	Hansard	page 107, 26 February 2014	Revenue Group (RG)
3045	1	Edwards	Wine-blending rules #2	<p>Senator EDWARDS: Has the ATO briefed the Australian Federal Police on specific cases it has ordered for any suspected breaches of laws and, if so, how many?</p> <p>Mr Olesen: We do work cooperatively with other agencies. In relation to some wine equalisation tax schemes that we have had some concerns about, we have been working with the AFP.</p> <p>Senator EDWARDS: You have been working with the AFP. On how many cases?</p> <p>Mr Olesen: Two, according to my notes here.</p> <p>Senator EDWARDS: Are they part of Project Wickenby?</p> <p>Mr Olesen: I do not think so. I think they are a separate project.</p> <p>Senator EDWARDS: Have you levelled specific allegations in those two cases?</p> <p>Mr Olesen: I would have to take that on notice. I think that in relation to the cases we are dealing with there are suspicions of fraud, which is why we are dealing with the Federal Police.</p>	Hansard	page 107, 26 February 2014	ATO
3046	1	Bushby	ACNC - legal position	<p>CHAIR: Following on from some questions that I put to the ATO earlier, has the ACNC reversed any legal positions or strategies endorsed previously by the ATO on precedential questions of law?</p> <p>Mr Locke: Certainly the ACNC and the ATO have regular meetings where we discuss contentious issues. There have been a small number of cases where we have disagreed with the position—</p> <p>CHAIR: Could you take that on notice?</p> <p>Mr Locke: We can certainly take it on notice.</p> <p>CHAIR: That would be appreciated. How many organisations have had charitable endorsements revoked by the ACNC since its establishment, and how many have had applications for endorsement rejected? Are you able to compare those results to when the ATO had administrative responsibility in the area?</p> <p>Mr Locke: I would have to take that on notice.</p>	Hansard	page 110, 26 February 2014	ACNC
3047	1	Dastyari		<p>Senator DASTYARI: Could you take it on notice? I get the sensitivity around it until now; I do not get the sensitivity around it now. The question is about whether that \$880 million was part of the 2.7. The question on notice is: was that \$880 million part of the 2.7, which Mr Tune thought it was, but again you are the expert and he is not, and he made quite clear that it is a matter for you and not for him.</p> <p>Mr Heferen: He is very much an expert.</p> <p>Senator DASTYARI: He is an expert on a lot of things, actually.</p> <p>Mr Heferen: He is. We will take it on notice.</p>	Hansard	pag 113, 26 February 2014	Revenue Group (RG)
3048	1	Bushby	MySuper reforms	<p>CHAIR: Do you have any idea of what the cost to industry and government of the policy reform would be? Was there any assessment undertaken of the cost across industry—also within government—of having to develop and implement the MySuper reforms?</p> <p>Ms Quinn: I do not have any numbers to hand but I am very happy to take that on notice.</p> <p>CHAIR: That would be appreciated.</p>	Hansard	page 117, 26 February 2014	Markets Group (MG)
3049	1	Bushby	FWC review	<p>CHAIR: That would be appreciated. I now refer to the FWC four-yearly review of superannuation fund choice default funds. You mentioned earlier that you do keep a track on it. Are you aware of the progress of the current review?</p> <p>Ms Quinn: I am not familiar with the exact details of the review.</p> <p>CHAIR: You are not aware of the process or the timing?</p> <p>Senator Sinodinos: Which review is this?</p> <p>CHAIR: This is the review by FWC of the default funds.</p> <p>Senator Sinodinos: The Fair Work Commissioner? I missed that.</p> <p>Ms Quinn: I am happy to take that on notice and we can refer it to the department.</p>	Hansard	page 117, 26 February 2014	Markets Group (MG)
3050	1	Bushby	MySuper reforms #2	<p>CHAIR: In raising those, has Treasury looked at how many super funds on the MySuper list are likely to shut down? Have you done any assessment of the consequences to the industry of that major upheaval of literally hundreds of thousands of super funds losing access to the default?</p> <p>Ms Quinn: There are only 105 MySuper products.</p> <p>CHAIR: But there are hundreds of thousands—</p> <p>Ms Quinn: Of people within—</p> <p>CHAIR: Certainly hundreds of thousands of plans.</p> <p>Ms Quinn: I do not have any analysis of the breakdown, but I am happy to take the question on notice as well.</p>	Hansard	page 117-118, 26 February 2014	Markets Group (MG)
3051	1	Dastyari	Foreign Investment	<p>Senator DASTYARI: Why don't we make it easier: can you take on notice the question of whether there are other instances on the public record where, in explaining a decision of a rejection of a foreign investment decision, a Treasurer has cited community concern as a factor? There may or may not be. It is not a 'gotcha' question.</p> <p>—</p> <p>Senator DASTYARI: No, I think it is very important. I think it is really important, because the question here is: have we created a new test that has not been there before now? If there is a policy decision by the government to create a new test, which is community concern, as it comes to how we deal with investment decisions in the future, that is fine, but we should do that in an open and transparent way.</p>	Hansard	page 125, 26 February 2014	Markets Group (MG)
3052	1	Siewert	Aboriginal & Torres Strait Islander children	<p>1. How many Aboriginal & Torres Strait Islander children are there under 12 years of age?</p> <p>a. Is this data available for each health district across the country?</p> <p>b. Where data is available how recent is it and how would ABS rate its reliability and accuracy?</p>	transferred	18/03/2014	ABS
3053	1	Dastyari	Intergenerational Report Growth Rate	<p>Senator DASTYARI: Thank you. I have two other brief points on this before we talk about something else. Again, take these on notice. There is really no data on this, for understandable reasons, but what would happen to our demographic profile if there was no net overseas migration and what would happen to our median age and labour market participation? Obviously, that is an extreme scenario.</p> <p>Ms van Halderen: We currently do not produce demographic profiles that do not take into account that component of our population growth or decline, so our population estimates are based on stocktake that comes from the census plus births, less deaths, plus net overseas migration. There is not a series produced by the ABS that does not take into account net overseas migration.</p> <p>Senator DASTYARI: Yes. Just for the benefit of the ABS, the reason I am interested in this information is that I hold the view that we are growing, we are growing at a faster rate than perhaps the Intergenerational Report indicates—</p> <p>CHAIR: Senator, do you have a question?</p> <p>Senator DASTYARI: My question is: is it fair to say that we are growing and that we are growing at a rate faster than what is outlined in the Intergenerational Report? Is that a fair assumption?</p> <p>Ms van Halderen: I cannot make that assumption. What we can do is provide you some population projections out to 2050 based on a series of assumptions that we would produce and make available in that population projections assumption.</p> <p>Senator DASTYARI: I will word that a tiny bit differently: is it fair to say that the three projections, including a lowest and a highest projection, that were produced by the ABS at the end of last year, all indicated a higher, faster growth rate than that which was indicated in the Intergenerational report?</p> <p>Mr Palmer: We will have to take that on notice and look at the Intergenerational report. We do not have the answer to that.</p> <p>Senator DASTYARI: Okay.</p>	Hansard	Page 62, 26/02/2014	ABS

3125-3126	2	Bushby	Recruitment proposals	Can the agency advise how many positions it has sought to have treated as requiring recruitment from the open market under current arrangements for centralised government vetting of recruitment proposals? How many exemptions has the agency been given to permit recruitment, bulk recruitment and boutique?	Written	7/03/2014	CGC
3127	1	Bushby	Staffing profile	Can the agency advise how soon after the 2013 budget night it was able to identify what the staffing profile needed to be over the forward estimates?	Written	7/03/2014	CGC
3128	1	Bushby	Staffing figures	Can the agency advise if its staffing figures published in the 2013 budget papers were accurate? If not, why not?	Written	7/03/2014	CGC
3129-3132	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	ACCC
3133-3136	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	AOFM
3137-3140	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	ABS
3141-3144	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	ATO
3145-3148	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	APRA
3149-3152	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	IGT
3153-3156	4	Bushby	Pre-election commitments or decisions - Grants and Contracts	1. Had your Department or agency issued any correspondence containing offers or proposals of grants in the caretaker period or on the cusp of caretaker mode? Can you please provide details of what date such correspondence was issued and how many groups were written to? 2. Have there been any contracts signed by your Department or agency in the caretaker period? a. Can you please provide details of the amounts involved? b. Who were the other parties to these contracts? c. What was the extent of any competitive process? d. What was the level of involvement by Ministers and/or their offices? 3. How much funding has this agency provided to unions over the past three years, whether through grants, procurement or other mechanisms? 4. Were any contract negotiations called off in the past year after short-listing but before execution of contracts?	Written	7/03/2014	CGC
3157	1	Bushby	ACNC - Compliance Requirements	CHAIR: I have a few questions for the ACNC, so I will ask those now as well while you are here. The first is a general question following on from Senator Siewert: has the ACNC received any feedback from not-for-profits regarding the difficulty of meeting your compliance requirements? Ms Pascoe: I will answer in a number of ways. We have a complaints line, and I will take on notice the exact number. It is a very small number of the complaints, but I can bring that back to you. In a general sense, I would say to the contrary in that the current requirement is for the 2013 annual information statement, which has no financial reporting requirements, so it is really entering key corporate data in. We now have a portal so that the charities themselves, whom we have given a password, can enter it themselves. Any notifications of changes that need to be made they can do themselves as well. CHAIR: In terms of not-for-profits, you mentioned complaints. Complaints are one thing, but have you had feedback from not-for-profits saying - Ms Pascoe: From peak bodies or - CHAIR: Yes, or from individual not-for-profits or their peak bodies saying, 'Look, it is hard to meet these requirements for these reasons'. Ms Pascoe: I would have to say, not in a general way. It would be fair to say that there are particular peak bodies that do not like aspects of the reporting, particularly the financial reporting. CHAIR: Perhaps you can take on notice what those might be. Ms Pascoe: Sure.	Hansard	page 110, 26 February 2014	ACNC
3158	1	Wong	UCB Projections	Senator WONG: If you look at page 4 of MYEFO, you have the UCB projections out to 2023-24. We had evidence today, and also evidence from Mr Tune, about what assumptions are driving that and about the fact that the government chose the assumptions which this is predicated on, as opposed to PEFO where you have a number of different assumptions. Even accounting for that, if you compare where the identical assumptions lead you at PEFO—which is a surplus in excess of one per cent as of 2023-24—to this, you can see that there is a very substantial change in the outcome. I am trying to understand what is driving that. In part, what I am suggesting to you is that if you have a lower GOS figure—and therefore, as a result, lower company tax—that is going to be one of the factors that are driving this UCB projection out to 2023-24 being significantly lower than PEFO. Is that correct? Mr Brake: That is correct. Senator WONG: Are you able to give me a quantitative assessment of that effect in chart 1.1 on notice? Mr Heferen: We will have to take that on notice. Senator WONG: Do you understand the question? Mr Heferen: Because of the weakened economic outlook as a function, in part, of corporate profitability, that leads to a lower company tax, and how much of that lowered company tax goes into the underlying cash balance revision is here on page 4. Senator WONG: I suppose the other way of asking it would be to ask what the equivalent figure to \$7.1 billion is out to 2023-24. There must be some projections around that in order to construct chart 1.1. Mr Heferen: It may be the case where, after the forward estimates, we just bundle it all up into the overall tax to GDP ratio and let that run. So we might take them apart or we might do it all as one, but we will take that on notice.	Hansard	Page 96, 26 February 2014	Revenue Group (RG)
3159	1	Dastyari	Methodology changes	Senator DASTYARI: I just have a couple of very quick questions, because I am conscious that we are right on time to conclude. We discussed the fact that between PEFO and MYEFO there were differences in methodology and unemployment figures in terms of trade, and also that there are other factors—including how you treat the output gap, which is what Dr Parkinson is going on about—that had a material impact on the budget bottom line as presented in MYEFO. Are we able to take on notice the list of all the methodological changes, including the outlook we discussed and anything else we may have missed between PEFO and MYEFO, as a list? And what is the impact of each item and change that was taken between PEFO and MYEFO? Dr Parkinson: I am happy to do that for the things that are material; but, as I was alluding to before, every time we get a change in or new piece of data, we look again at our methodology. Senator DASTYARI: But everything that is material is understandable. Dr Parkinson: It is only the material stuff, and the material ones are the ones we have talked about. We have talked about them, so there is nothing that I would treat as material that we have not discussed today.	Hansard	Page 29, 26 February 2014	Fiscal Group (FG)

3160	1	Williams	USA Financial Clause - Chapter 11	Mr Medcraft: Exactly. So, it has some elements similar to a prepackaged bankruptcy, but this is not prepackaged; it is supervised by the courts. And, frankly, I believe it is a very good structure. I have always been a supporter of it, because I think it significantly mitigates the loss of value that results from essentially going in and just selling up whole entities. Also, I think it is far less harmful in terms of job losses and general destruction of value. So, certainly I think chapter 11 is a very good system, because it allows a freezing. But the most important thing is that you retain the management. Often we see with companies that the issue is its financial structure, not necessarily its management. And I know from my time as a banker that often the company may be being lumbered with too much leverage or contractual commitments. This gives a chance for that to be sorted out. We can provide the committee with more information about chapter 11. Senator WILLIAMS: That would be great if you could, please.	Hansard	Page 30, 26 February 2014	ASIC
3161	1	Whish-Wilson	Financial Planning Industry	Senator WHISH-WILSON: Okay. I will ask about a potential test, which is something we discussed at length with a number of stakeholders in Sydney. It was a test for financial planners or other people in the financial industry. Is it your belief, Mr Medcraft, that the reason this has not been implemented after a long period of discussion is simply resistance from the various groups in the financial planning industry? Mr Medcraft: There is actually quite strong support for it from all the major industry groups. In fact, we have previously had letters of support from all the major institutions. We may be able to provide you a copy of them. We were going to do something for the inquiry. We had a panel of experts look at what competencies would need to be tested for the exam. I said to the team we should provide those competencies that should be tested, as identified by the industry, to you to give you an idea.	Hansard	Page 41, 26 February 2014	ASIC
3162	1	Mark Bishop	CEFC	Senator MARK BISHOP: Is there any suggestion that, if the CEFC is abolished, there will be an orderly disposal of the assets at appropriate market prices? Senator Sinodinos: I am not sure; I would have to check. Certainly we would be doing nothing that would destroy value.	Hansard	Page 71, 26 February 2014	Fiscal Group (FG)
3163	1	Dastyari	Review of competition policy	consultation. Can we get an update on what is happening in that process? Ms Wilkinson: The government has been consulting with states and territories on the draft terms of reference. It is in the process of considering that feedback. Once it has considered that feedback, it will announce the final terms of reference alongside the panel which will be leading the review of competition policy. Senator DASTYARI: So how far away do you think we are, Minister? Are we talking about weeks or months? Is this going to be announced before the budget or after the budget? Senator Sinodinos: Not too many more sleeps—you'll be right. Senator DASTYARI: So there will be a panel. Have you announced how big the panel will be? I am not asking who is on the panel. Ms Wilkinson: No, that has not been announced. Senator DASTYARI: Has that been determined by cabinet yet? Senator Sinodinos: I am not sure; we will check for you. Senator DASTYARI: You are not sure? Senator Sinodinos: This is Minister Bruce Billson's. Senator DASTYARI: So there will be the 'root and branch' review. I want to take a step back. So far you have done consultation, and draft terms of reference have been discussed with the states. Is that correct? Ms Wilkinson: That is correct. Senator DASTYARI: Have they come back with their feedback? Ms Wilkinson: They have provided some feedback. Senator DASTYARI: Is the consultation phase completed? Ms Wilkinson: That is correct. Senator DASTYARI: So the only thing that we are waiting on now is clarification as to who the panel is. I assume that means that people have already sought out to be on the panel. Has that process been completed? Ms Wilkinson: Of course the government is still in the process of considering the feedback on the terms of reference and making decisions about who is on the panel. That is correct. Senator DASTYARI: How does it work? Obviously there is a short-listing process that goes to cabinet. Different processes are used at different times for creating different panels. What is the process around this one? Is there going to be a short list done through a cabinet process? Are you aware of that? It is fine if you are not; you can take it on notice. Ms Wilkinson: It is a matter for the government to make a decision about how it wants to constitute this particular panel. Senator Sinodinos: Not all of these processes go to cabinet. Senator DASTYARI: No, of course not. Senator Sinodinos: It may be that it is between the minister and the Prime Minister. Senator DASTYARI: Do you know what process is being used for this? Senator Sinodinos: I am not sure because I am not the responsible minister, but we will check for you. We are not trying to hide anything. Senator DASTYARI: There may have already been announcements in the public domain to this effect, but what I am being told here is that the consultation phase has been finalised and it is now a matter for the executive government to make a determination as to the final terms of reference and to the nature of any panel. Has there been any determination yet as to how long this process will go for? Are you anticipating a report back this year or next year? Has anything to that effect been said? Ms Wilkinson: There has been no formal announcement, but the funds that were set aside for running the review of competition policy were set aside in MYEFO, and that included funding for this year and for next financial year. Senator DASTYARI: Do you know where that is in MYEFO? You can take that on notice. Ms Wilkinson: We can get back to you. I found it earlier today online, but I do not think—	Hansard	Page 119-120 26 February 2014	Markets Group (MG)
3164	1	Dastyari	FIRB	Senator DASTYARI: And you are not prepared to tell me whether or not briefs have been prepared for treasurers past or present addressing community concerns? I am not asking what the nature of those are. Senator Sinodinos: Well, you asked about it on the public record before. Senator DASTYARI: I am asking also— Senator Sinodinos: It sounds to me that this goes to advice, this last question. Senator DASTYARI: I am not asking what the advice is. I am asking whether or not FIRB has—I mean, the answer must be no, because it is not in the criteria, from what Mr Rollings said earlier about what FIRB assesses. Is that correct? Do you want to read us again what the criteria are that you assess applicants on? Mr Rollings: Sure. What I said earlier was that impact on the community is part of the criteria, as are the considerations of the national interest test, which are outlined in the policy document; national security; competition; compliance with other government policies, including tax; impact on the economy and the community; and character of the investor. So they are the broad categories. Senator DASTYARI: If it were taken on notice, I can only assume the answer would be no, but you can take it on notice.	Hansard	Page 125, 26 February 2014	Markets Group (MG)
3165	1	Dastyari	Walton Collapse	Senator DASTYARI: Okay. I have one or two very quick questions on a completely different matter, on behalf of Senator Moore, who cannot be here, regarding the circumstances around the collapse of Walton Construction in Queensland in October last year, which left debts of nearly \$50 million. I might just get you to take them on notice, if you can, and provide the answer to me. Mr Medcraft: Certainly. Senator DASTYARI: Is there anything that you can add that you know about now? Mr Medcraft: Do you just want an update? Senator DASTYARI: If you could provide an update that you have available now, and then more specific— Mr Medcraft: We can give you a quick update now. Can you do that? Mr Price: Yes. Senator DASTYARI: A status report would be great. Mr Price: So Walton Construction companies transferred building contracts and other assets to new entities prior to the appointment of some external administrators. ASIC raised a concern with the court that that might give rise to apprehension about a lack of independence, and we also raised the concern that existing relationships with a number of parties involved in that transfer may not have been fully disclosed. The court handed down its decision in relation to ASIC's concerns in February of this year and the court decided that it would not act on ASIC's concerns. However, the appeal period for that decision has not yet expired and so I would not like to go much further into the detail of that. Senator DASTYARI: Okay. I will put that on notice. Minister Sinodinos, there has been some media conjecture about what I am about to ask you, and that is: are there plans to prescribe regulations with these changes to FOFA at the conclusion of the current sitting period, at the end of May? There is media speculation that you are going to make changes through regulations. Does ASIC intend to forensically examine the full circumstances behind the Walton collapse, including the establishment of phoenix companies Lewton Asset Management and Pelleton Builders, and the roles played by secured creditors and principals who retained Walton as their builders?	Written/ Hansard	25/02/2014 / page 37, 26 Feb 2014	ASIC
3166-3167	2	Dastyari	Walton Collapse	Senator DASTYARI: Okay. I have one or two very quick questions on a completely different matter, on behalf of Senator Moore, who cannot be here, regarding the circumstances around the collapse of Walton Construction in Queensland in October last year, which left debts of nearly \$50 million. I might just get you to take them on notice, if you can, and provide the answer to me. Mr Medcraft: Certainly. Senator DASTYARI: Is there anything that you can add that you know about now? Mr Medcraft: Do you just want an update? Senator DASTYARI: If you could provide an update that you have available now, and then more specific— Mr Medcraft: We can give you a quick update now. Can you do that? Mr Price: Yes. Senator DASTYARI: A status report would be great. Mr Price: So Walton Construction companies transferred building contracts and other assets to new entities prior to the appointment of some external administrators. ASIC raised a concern with the court that that might give rise to apprehension about a lack of independence, and we also raised the concern that existing relationships with a number of parties involved in that transfer may not have been fully disclosed. The court handed down its decision in relation to ASIC's concerns in February of this year and the court decided that it would not act on ASIC's concerns. However, the appeal period for that decision has not yet expired and so I would not like to go much further into the detail of that. Senator DASTYARI: Okay. I will put that on notice. Minister Sinodinos, there has been some media conjecture about what I am about to ask you, and that is: are there plans to prescribe regulations with these changes to FOFA at the conclusion of the current sitting period, at the end of May? There is media speculation that you are going to make changes through regulations. Does ASIC consider that a thorough examination of the mechanics of the Walter collapse, including the transfer of money from Walton Qld and Walton Construction to trust funds ultimately controlled by Craig Walton, may improve the return to unsecured creditors? Does ASIC consider such an examination may enable it to make recommendations as to how regulation and oversight can be strengthened to reduce the exposure of unsecured creditors?	Written/ Hansard	26/02/2014 / page 37, 26 Feb 2014	ASIC

3309-3316	8	Ludwig	Reviews	<p>1) Since the Supplementary Budget Estimates in November 2013, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:</p> <ol style="list-style-type: none"> the date they were ordered the date they commenced the minister responsible the department responsible the nature of the review their terms of reference the scope of the review Whom is conducting the review the number of officers, and their classification level, involved in conducting the review the expected report date the budgeted, projected or expected costs If the report will be tabled in parliament or made public <p>2) For any review commenced or ordered since the Supplementary Budget Estimates in November 2013, have any external people, companies or contractors being engaged to assist or conduct the review?</p> <ol style="list-style-type: none"> If so, please list them, including their name and/or trading name/s and any known alias or other trading names If so, please list their managing director and the board of directors or equivalent If yes, for each is the cost associated with their involvement, including a break down for each cost item If yes, for each, what is the nature of their involvement If yes, for each, are they on the lobbyist register, provide details. If yes, for each, what contact has the Minister or their office had with them If yes, for each, who selected them If yes, for each, did the minister or their office have any involvement in selecting them, If yes, please detail what involvement it was If yes, did they see or provided input to a short list If yes, on what dates did this involvement occur If yes, did this involve any verbal discussions with the department If yes, on what dates did this involvement occur <p>3) Since the Supplementary Budget Estimates in November 2013, what reviews are on-going?</p> <ol style="list-style-type: none"> Please list them. What is the current cost to date expended on the reviews? <p>4) Since the Supplementary Budget Estimates in November 2013, have any reviews been stopped, paused or ceased? Please list them.</p> <p>5) Since the Supplementary Budget Estimates in November 2013, what reviews have concluded? Please list them.</p>	Written	5/03/2014	CALDB
3317	1	Ludwig	Commissioned Reports	<p>1) Since the Supplementary Budget Estimates in November 2013, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ol style="list-style-type: none"> How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level? What is the current status of each report? When is the Government intending to respond to these reports? 	Written	5/03/2014	CALDB
3318-3319	2	Ludwig	Stationery requirements	<p>1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from the Supplementary Budget Estimates in November 2013 to date?</p> <ol style="list-style-type: none"> Detail the items provided to the minister's office <p>2. How much was spent on departmental stationery requirements from the Supplementary Budget Estimates in November 2013 to date.</p>	Written	5/03/2014	CALDB
3320-3323	4	Ludwig	Media subscriptions	<p>1. What pay TV subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of what channels and the reason for each channel. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>2. What newspaper subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of newspaper subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>3. What magazine subscriptions does your department/agency have?</p> <ol style="list-style-type: none"> Please provide a list of magazine subscriptions and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? <p>4. What publications does your department/agency purchase?</p> <ol style="list-style-type: none"> Please provide a list of publications purchased by the department and the reason for each. What is the cost from 7 September 2013 to date? What is provided to the Minister or their office? What is the cost for this from 7 September 2013 to date? 	Written	5/03/2014	CALDB
3324	1	Ludwig	Media Monitoring	<p>1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from 7 September 2013 to date?</p> <ol style="list-style-type: none"> Which agency or agencies provided these services? What has been spent providing these services from 7 September 2013 to date? Itemise these expenses 	Written	5/03/2014	CALDB
3325-3327	3	Ludwig	Media training	<p>1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:</p> <ol style="list-style-type: none"> Total spending on these services An itemised cost breakdown of these services The number of employees offered these services and their employment classification The number of employees who have utilised these services and their employment classification The names of all service providers engaged The location that this training was provided <p>2. For each service purchased from a provider listed under (1), please provide:</p> <ol style="list-style-type: none"> The name and nature of the service purchased Whether the service is one-on-one or group based The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) The total number of hours involved for all employees (provide a breakdown for each employment classification) The total amount spent on the service A description of the fees charged (i.e. per hour, complete package) <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> The location used The number of employees who took part on each occasion The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) Any costs the department or agency's incurred to use the location 	Written	5/03/2014	CALDB
3328	1	Ludwig	Communications Staff	<p>1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <ol style="list-style-type: none"> How many ongoing staff, the classification, the type of work they undertake and their location. How many non-ongoing staff, their classification, type of work they undertake and their location How many contractors, their classification, type of work they undertake and their location How many are graphic designers? How many are media managers? How many organise events? 	Written	5/03/2014	CALDB
3329	1	Ludwig	Provision of equipment	<p>1. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.</p>	Written	5/03/2014	CALDB
3330-3331	2	Ludwig	Computers	<p>1. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location</p> <p>2. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs</p>	Written	5/03/2014	CALDB

3332-3334	3	Ludwig	Travel costs - department	<p>1. From 7 September 2013, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>2. From 7 September 2013, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.</p> <p>3. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.</p>	Written	5/03/2014	CALDB
3335-3336	2	Ludwig	Grants	<p>1. Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in November 2013 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.</p> <p>2. Update the status of each grant that was approved prior to 7 September 2013, but did not have financial contracts in place on 7 September 2013. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.</p>	Written	5/03/2014	CALDB
3337	1	Ludwig	Government payments of accounts	<p>1. From Supplementary Budget Estimates in November 2013 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?</p> <p>a) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?</p> <p>b) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?</p> <p>c) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?</p> <p>d) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?</p> <p>e) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?</p> <p>f) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since 7 September 2013?</p> <p>g) Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>	Written	5/03/2014	CALDB
3338-3340	3	Ludwig	Consultancies	<p>1. How many consultancies have been undertaken from Supplementary Budget Estimates in November 2013 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>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.</p> <p>3. Have any consultancies not gone out for tender?</p> <p>a. If so, which ones and why?</p>	Written	5/03/2014	CALDB
3341-3342	2	Ludwig	Meeting Costs	<p>1. What is the Department/Agency's meeting spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.</p> <p>2. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p>	Written	5/03/2014	CALDB
3343-3347	5	Ludwig	Hospitality and entertainment	<p>1. What is the Department/Agency's hospitality spend from Supplementary Budget Estimates in November 2013 to date including any catering and drinks costs.</p> <p>2. What is the Department/Agency's entertainment spend from Supplementary Budget Estimates in November 2013 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.</p> <p>3. 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.</p> <p>4. 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.</p> <p>5. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?</p>	Written	5/03/2014	CALDB
3348-3352	5	Ludwig	Executive coaching and leadership training	<p>1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 to date:</p> <p>a. Total spending on these services</p> <p>b. The number of employees offered these services and their employment classification</p> <p>c. 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)</p> <p>d. The names of all service providers engaged</p> <p>2. For each service purchased from a provider listed under (d), please provide:</p> <p>a) The name and nature of the service purchased</p> <p>b) Whether the service is one-on-one or group based</p> <p>c) The number of employees who received the service and their employment classification</p> <p>d) The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>e) The total amount spent on the service</p> <p>f) A description of the fees charged (i.e. per hour, complete package)</p> <p>3. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>a) The location used</p> <p>b) The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>d) Any costs the department or agency's incurred to use the location</p> <p>4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?</p> <p>5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.</p>	Written	5/03/2014	CALDB
3353-3354	2	Ludwig	Staffing Profile	<p>1. What is the current staffing profile of the department/agency?</p> <p>2. Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state)</p>	Written	5/03/2014	CALDB
3355-3359	5	Ludwig	Staffing reductions	<p>1. How many staff reductions/voluntary redundancies have occurred from Supplementary Budget Estimates in November 2013 to date?</p> <p>a. What was the reason for these reductions?</p> <p>b. Were any of these reductions involuntary redundancies? If yes, provide details.</p> <p>2. Are there any plans for further staff reductions/voluntary redundancies? 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.</p> <p>a. If there are plans for staff reductions, please give the reason why these are happening.</p> <p>3. Are there any plans for involuntary redundancies? If yes, provide details.</p> <p>4. How many ongoing staff left the department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p> <p>5. How many non-ongoing staff left department/agency from Supplementary Budget Estimates in November 2013 to date? What classification were these staff?</p>	Written	5/03/2014	CALDB
3360-3362	3	Ludwig	Staffing recruitment	<p>1. How many ongoing staff recruited from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>2. How many non-ongoing positions exist or have been created from Supplementary Budget Estimates in November 2013 to date? What classification are these staff?</p> <p>3. From Supplementary Budget Estimates in November 2013 to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	5/03/2014	CALDB
3363-3364	2	Ludwig	Coffee machines	<p>1. Has the department/agency purchased coffee machines for staff useage since Supplementary Budget Estimates in November 2013?</p> <p>a) 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?</p> <p>b) Why were coffee machines purchased?</p> <p>c) 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?</p> <p>d) Where did the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p> <p>2. Does the department/agency rent coffee machines for staff useage?</p> <p>a) 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.</p> <p>b) Why are coffee machines rented?</p> <p>c) 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?</p> <p>d) Where does the funding for the coffee machines come from?</p> <p>e) Who has access?</p> <p>f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Supplementary Budget Estimates in November 2013 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?</p> <p>g) What are the ongoing costs of the coffee machine, such as the cost of coffee?</p>	Written	5/03/2014	CALDB
3365-3366	2	Ludwig	Printing	<p>1. How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online?</p> <p>2. Did the Department/agency use external printing services for any print jobs since 7 September 2013?</p> <p>a. If so, what companies were used?</p> <p>b. How were they selected?</p> <p>c. What was the total cost of this printing?</p>	Written	5/03/2014	CALDB

3367-3370	4	Ludwig	Corporate cars	<p>1. How many cars are owned by each department/agency?</p> <p>a. Where is the car/s located?</p> <p>b. What is the car/s used for?</p> <p>c. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>d. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p> <p>2. How many cars are leased by each department/agency?</p> <p>a. Where are the cars located?</p> <p>b. What are the cars used for?</p> <p>3. What is the cost of each car from Supplementary Budget Estimates in November 2013 to date?</p> <p>4. How far did each car travel from Supplementary Budget Estimates in November 2013 to date?</p>	Written	5/03/2014	CALDB
3371	1	Ludwig	Taxi costs	<p>1. How much did each department/agency spend on taxis from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown for each business group in each department/agency.</p> <p>a. What are the reasons for taxi costs?</p>	Written	5/03/2014	CALDB
3372	1	Ludwig	Hire Costs	<p>1. How much did each department/agency spend on hire cars from Supplementary Budget Estimates in November 2013 to date? Provide a breakdown of each business group in each department/agency.</p> <p>b) What are the reasons for hire car costs?</p>	Written	5/03/2014	CALDB
3373-3377	5	Ludwig	Senate estimates briefing	<p>1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?</p> <p>2) How many officer hours were spent on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Were drafts shown to the Minister or their office before senate estimates?</p> <p>a. If so, when did this occur?</p> <p>b. How many versions of this information were shown to the minister or their office?</p> <p>4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when did this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>c. When were the changes made?</p> <p>5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.</p>	Written	5/03/2014	CALDB
3378-3382	5	Ludwig	Question time	<p>1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?</p> <p>2) How many officer hours are spent each sitting day on preparing that information?</p> <p>a. Please break down the hours by officer APS classification</p> <p>3) Are drafts shown to the Minister or their office before Question Time?</p> <p>a. If so, when does this occur?</p> <p>b. How many versions of this information are shown to the minister or their office?</p> <p>4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?</p> <p>a. If so, when does this occur?</p> <p>b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.</p> <p>5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.</p>	Written	5/03/2014	CALDB
3383-3418	36	Ludwig	Freedom of Information	<p>1) Can the department please outline the process it under goes to access Freedom of Information requests?</p> <p>2) Does the department consult or inform the Minister when it receives Freedom of Information requests?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>3) Does the department consult or inform other departments or agencies when it receives Freedom of Information requests?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>4) Does the department consult or inform the Minister when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, when?</p> <p>b. If so, how does this occur?</p> <p>5) Does the department consult or inform other departments or agencies when or before it makes a decision on a Freedom of Information request?</p> <p>a. If so, which departments or agencies?</p> <p>b. If so, when?</p> <p>c. If so, how does this occur?</p> <p>6) What resources does the department commit to its Freedom of Information team?</p> <p>7) List the staffing resources by APS level assigned solely to Freedom of Information requests</p> <p>8) List the staffing resources by APS level assigned indirectly to Freedom of Information requests</p> <p>9) Does the department ever second addition resources to processing Freedom of Information requests?</p> <p>a. If so, please detail those resources by APS level</p> <p>10) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the department?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>11) How many officers are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office?</p> <p>a. How does this differ to the number of officers designated as at 6 September 2013?</p> <p>12) Of the officers that are designated decision makers under the Freedom of Information Act 1982 within the Ministers office, how many are seconded officers from the department?</p> <p>13) What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?</p> <p>a. Of the officers designated as decision makers within the department, how many have received formal training?</p> <p>b. Of the officers designated as decision makers within the department, how many have received informal training?</p> <p>c. How long after each officers appointment as a designated decision maker did they receive formal training?</p> <p>d. What did the training involve?</p> <p>e. How long was the training?</p> <p>f. By whom was the training conducted?</p>	Written	5/03/2014	CALDB
3419-3424	6	Ludwig	Land costs	<p>1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?</p> <p>2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)</p> <p>3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.</p> <p>a. What is the current occupancy level and occupant of the items identified in (3)?</p> <p>b. What is the value of the items identified in (3)?</p> <p>c. What contractual or other arrangements are in place for the items identified in (3)?</p> <p>4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?</p> <p>5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).</p> <p>6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?</p>	Written	5/03/2014	CALDB
3425	1	Ludwig	Boards	<p>1. For Departments and Agencies with Boards, Since September 7th 2013;</p> <p>a. how often has each board met, break down by board name;</p> <p>b. what travel expenses are provided;</p> <p>c. what is the average attendance at board meetings;</p> <p>d. how does the board deal with conflict of interest;</p> <p>e. what conflicts of interest have been registered;</p> <p>f. what remuneration is provided to board members;</p> <p>g. how does the board dismiss board members who do not meet attendance standards?</p> <p>h. Have any requests been made to ministers to dismiss board members since September 7, 2013?</p> <p>i. Please list board members who have attended less than 51% of meetings</p> <p>j. what have catering costs been for the board meetings held this year; is alcohol served;</p>	Written	5/03/2014	CALDB

3426	1	Ludwig	Departmental Rebranding	<p>1. Has the department/Agency undergone a name change or any other form of rebranding since September 7, 2013? If so:</p> <p>a. Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?</p> <p>i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.</p> <p>b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:</p> <p>i. Signage.</p> <p>ii. Stationery (please include details of existing stationery and how it was disposed of).</p> <p>iii. Logos</p> <p>iv. Consultancy</p> <p>v. Any relevant IT changes.</p> <p>vi. Office reconfiguration.</p> <p>c. How was the decision reached to rename and/or rebrand the department?</p> <p>i. Who was involved in reaching this decision?</p> <p>ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding.</p>	Written	5/03/2014	CALDB
3427-3431	5	Ludwig	Building Lease Costs	<p>1. What has been the total cost of building leases for the agency / department since September 7, 2013?</p> <p>2. Please provide a detailed list of each building that is currently leased. Please detail by:</p> <p>a. Date the lease agreement is active from.</p> <p>b. Date the lease agreement ends.</p> <p>c. Is the lease expected to be renewed? If not, why not?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building is necessary for the operations of the agency / department.</p> <p>3. Please provide a detailed list of each building that had a lease that was not renewed since September 7, 2013. Please detail by:</p> <p>a. Date from which the lease agreement was active.</p> <p>b. Date the lease agreement ended.</p> <p>c. Why was the lease not renewed?</p> <p>d. Location of the building (City and state).</p> <p>e. Cost of the lease.</p> <p>f. Why the building was necessary for the operations of the agency / department.</p> <p>4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:</p> <p>a. Date the lease agreement is expected to become active.</p> <p>b. Date the lease agreement is expected to end.</p> <p>c. Expected location of the building (City and state).</p> <p>d. Expected cost of the lease.</p> <p>i. Has this cost been allocated into the budget?</p> <p>e. Why the building is necessary for the operations of the agency / department.</p> <p>5. For each building owned or leased by the department:</p> <p>a. What is the current occupancy rate for the building?</p> <p>b. If the rate is less than 100%, detail what the remaining being used for.</p>	Written	5/03/2014	CALDB
3432-3436	5	Ludwig	Diner's Club cards	<p>1. What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?</p> <p>2. What is the cost of using diners club to the government, listed by government and agency in fees and other charges?</p> <p>3. What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre approval for certain classes of expenses?</p> <p>4. Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers;</p> <p>5. Have any credit cards been issued to ministers or ministers staff?</p>	Written	5/03/2014	CALDB
3437-3438	2	Ludwig	Government advertising	<p>1. How much has been spent on government advertising (including job ads) since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>b. List the approving officer for each item</p> <p>c. Detail the outlets that were paid for the advertising</p> <p>2. What government advertising is planned for the rest of the financial year?</p> <p>a. List the total expected cost</p> <p>b. List each item of expenditure and cost</p> <p>c. List the approving officer for each item</p> <p>d. Detail the outlets that have been or will be paid for the advertising</p>	Written	5/03/2014	CALDB
3439-3440	2	Ludwig	Workplace assessments	<p>1. How much has been spent on workplace ergonomic assessments since 7 September 2013?</p> <p>a. List each item of expenditure and cost</p> <p>2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?</p> <p>a. If so, list each item of expenditure and cost related to those changes</p>	Written	5/03/2014	CALDB
3441	1	Ludwig	Christmas party costs	<p>1. List what functions were held by the department/agency for either Christmas or end of calendar year since 7 September 2013</p> <p>a. What was the cost of each of these functions?</p> <p>b. How was the money identified?</p> <p>c. What was the location of these functions?</p> <p>d. Provide a table of food and alcohol purchased for the function</p>	Written	5/03/2014	CALDB
3442	1	Ludwig	Multiple tenders	<p>1. List any tenders that were re-issued or issued multiple times since 7 September 2013</p> <p>a. Why were they re-issued or issued multiple times?</p> <p>b. Were any applicants received for the tenders before they were re-issued or repeatedly issued?</p> <p>c. Were those applicants asked to resubmit their tender proposal?</p>	Written	5/03/2014	CALDB
3443	1	Ludwig	Market research	<p>1. List any market research conducted by the department/agency since 7 September 2013.</p> <p>a. List the total cost of this research</p> <p>b. List each item of expenditure and cost, broken down by division and program</p> <p>c. Who conducted the research?</p> <p>d. How were they identified?</p> <p>e. Where was the research conducted?</p> <p>f. In what way was the research conducted?</p> <p>g. Were focus groups, round tables or other forms of research tools used?</p> <p>h. How were participants for these focus groups et al selected?</p>	Written	5/03/2014	CALDB
3444	1	Ludwig	Departmental upgrades	<p>1. Since 7 September 2013 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these changes</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, who conducted the works?</p> <p>e. If so, list the process for identifying who would conduct these works</p> <p>f. If so, when are the works expected to be completed?</p>	Written	5/03/2014	CALDB
3445	1	Ludwig	Wine Coolers/Fridges	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current stocking level for each of these items?</p>	Written	5/03/2014	CALDB

3446	1	Ludwig	Office plants	<p>1. Since 7 September 2013 has the department/agency purchased or leased any new office plants?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p>	Written	5/03/2014	CALDB
3447	1	Ludwig	Office recreation facilities	<p>1. Since 7 September 2013 has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	CALDB
3448	1	Ludwig	Vending machines	<p>1. Since 7 September 2013 has the department/agency purchased or leased or taken under contract any vending machine (items)?</p> <p>a. If so, list these</p> <p>b. If so, list the total cost for these items</p> <p>c. If so, list the itemised cost for each item of expenditure</p> <p>d. If so, where were these purchased</p> <p>e. If so, list the process for identifying how they would be purchased</p> <p>f. If so, what is the current location for these items?</p> <p>g. If so, what is the current usage for each of these items?</p>	Written	5/03/2014	CALDB
3449	1	Ludwig	Legal Costs	<p>1. List all legal costs incurred by the department or agency since 7 September 2013</p> <p>a. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external</p> <p>b. List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)</p> <p>c. How was each piece of advice procured? Detail the method of identifying legal advice</p>	Written	5/03/2014	CALDB
	3300						