

Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Industry, Innovation, Science, Research and Tertiary Education Portfolio
Supplementary Budget Estimates Hearing 2012-13
17 October 2012

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

TOPIC: Coffee machines

REFERENCE: Written Question – Senator Bushby

QUESTION No.: SI-155

1. Has the department/agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
2. Why were coffee machines purchased?
3. Where did the funding for the coffee machines come from?
4. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date, include a list of what maintenance has been undertaken Where does the funding for maintenance come from?

ANSWER

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

1. Please refer to the below table for details on coffee machines the department has purchased as at 31 October 2012.

Type of coffee machine	Number of machines	Cost \$ (GST exclusive)	Date machine purchased
Melitta Bar Cube II	5	74,945*	June 2012
Delonghi Nespresso	1	695	June 2011
ESAM6700 Delonghi Coffee Machine	3	8,917	June 2011
ECAM234508 Delonghi Compact Coffee Machine	1	1,225	June 2011
Saeco Coffee Machine	1	6,699	July 2009
Jura Impressa Coffee Machine	1	7,445	August 2008
Jura x9	23	129,965	November 2006

* GST inclusive

The responsibility for the purchasing and supply of coffee is administered by each Division. It would require a manual check of financial records for the specified period to identify associated costs which would involve an unreasonable diversion of resources.

2. Consistent with common workplace fit out arrangements, a number of coffee machines have been purchased and provided as an amenity to staff. Please refer to SI-23.
3. The coffee machines were funded from the 2011-12 Departmental Capital Budget (DCB). DCBs enable agencies to meet the costs associated with the replacement of minor assets (valued at \$10 million or less).
4. Please refer to the following table for details on maintenance of coffee machines.

Financial Year (includes part year for current FY)	Who is responsible	Cost \$ (GST exclusive)	Maintenance	Funding source
2012-13 (as at 31 October 2012)	External provider	5,796	Four services per annum	Departmental Appropriation
2012-13 (as at 31 October 2012)	NMI staff	153	Parts and maintenance as required	Departmental Appropriation
2011-12	External provider	18,567	Four services per annum	Departmental Appropriation
2011-12	NMI staff	1,351	Parts and maintenance as required	Departmental Appropriation

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

1. Please refer to the following table for details on coffee machines AIATSIS has purchased as at 31 October 2012.

Type of coffee machine	Number of machines	Cost\$ (GST exclusive)	Ongoing costs \$ (GST exclusive)	Date machine purchased
Jura Impressa	2	4,900	1,541	October 2012

2. To cater for meetings held at the Institute, as well a staff use.
3. Retained earnings.
4. Please refer to the following table for details on maintenance of coffee machines.

Financial Year	Who is responsible	Cost \$ (GST exclusive)	List of maintenance	Funding source
2011-12	External provider	908	General service	Retained earnings
2012-13 (as at 31 October 2012)	External provides	342	General service	Retained earnings

AUSTRALIAN INSTITUTE OF MARINE SCIENCE (AIMS)

1. Please refer to the following table for details on coffee machines AIMS has purchased as at 31 October 2012.

Type of coffee machine	Number of machines	Cost \$ (GST exclusive)	Ongoing costs \$ (GST exclusive)	Date machine purchased
Delongi Magnifica	1	1800	80-100 per month	2007
Delongi Magnifica	1	1,109	Less than 40 per month	February 2011
Saeco Syntia	1	1,151	Nil	2011
Sunbeam	1	647	Less than 10 per month	2011

2. One of these machines is not available for general usage – it provides coffee for official visitors. More generally, coffee machines that have been purchased are at the low to mid-price range and allow quick access to coffee and promote team interactions – both improvements to productivity. AIMS main facility is remotely located and the other sites do not have immediate access to coffee retail outlets.
3. The coffee machines are purchased from AIMS funds which are a mix of appropriation and external sources. Management or Team funds - mix of appropriation and external sources.
4. Please refer to the following table for details on maintenance of coffee machines.

Financial Year	Who is responsible	Cost \$ (GST exclusive)	List of maintenance	Funding source
2011-12	AIMS staff	Nil	Nil	N/A
2012-13 (as at 31 October 2012)	AIMS staff	Nil	Nil	N/A

AUSTRALIAN NUCLEAR SCIENCE AND TECHNOLOGY ORGANISATION (ANSTO)

1. Coffee machines generally cost less than ANSTO's threshold for capital assets and therefore no central register exists.
2. Staff morale and productivity.
3. Coffee machines are purchased by individual business units. Purchases must be carried out in accordance with ANSTO's procurement policies and appropriate delegation for approval.
4. Individual business units are responsible for maintenance of coffee machines. Due to the small costs involved in maintenance, no central register exists.

AUSTRALIAN RESEARCH COUNCIL (ARC)

ARC has not purchased any coffee machines for staff usage.

AUSTRALIAN SKILLS QUALITY AUTHORITY (ASQA)

1. Please refer to the following table for details on coffee machines ASQA has purchased as at 31 October 2012.

Type of coffee machine	Number of machines	Cost \$ (GST exclusive)	Ongoing costs \$ (GST exclusive)	Date machine purchased
Delonghi and Nespresso Coffee Machines.	2	550	N/A	July 2011 May 2012

2. The coffee machines are used for official hospitality including conferences, inter-governmental and inter-agency meetings and staff amenity.
3. Corporate Services Funding.
4. There are no costs associated to the coffee machines.

COMMONWEALTH SCIENTIFIC AND INDUSTRIAL RESEARCH ORGANISATION (CSIRO)

1. The CSIRO undertakes its procurement activities consistent with the Commonwealth Procurement Rules, in particular applying the *value for money* principle, and with its internal policies and procedures. The CSIRO consists of eleven National Research Flagships, 13 research divisions and a number of other research and support units at over 55 sites across Australia. The responsibility for purchasing and supply of coffee is administered locally at each site. Additionally the CSIRO's expenditure on coffee is included with other miscellaneous items that cannot be attributed to any identifiable codes for example plant hire, laundry and newspapers, in expenditure transactions under the CSIRO's miscellaneous materials supplies and services code. It would require a manual check of the financial records of all of the CSIRO's sites for the specified period to identify transactions relevant to the items in question. This manual check would involve an unreasonable diversion of resources.

Type of coffee machine	Number of machines	Cost \$ (GST exclusive)	Ongoing costs \$ (GST exclusive)	Date machine purchased
LISA SME/2 Brierwood Coffee Machine	1	4,500	Nil	May 2004
Group Coffee Machine	1	4,272	Nil	June 2008
ESPMA Wega Atlas 2 Group Volumetric Coffee Machine	1	5,000	Nil	March 2011

2. The coffee machines listed were purchased for use in on-site cafeterias.
3. The coffee machines listed were purchased with CSIRO capital funds.
4. Please refer to the following table for details on maintenance of these coffee machines.

LISA SME/2 Brierwood Coffee Machine

Financial Year	Who is responsible	Cost \$ (GST exclusive)	List of maintenance	Funding source
2011-12	Non-Government Catering Company	No cost to CSIRO	Six monthly servicing	Non-Government Catering Company
2012-13 (as at 31 October 2012)	Non-Government Catering Company	No cost to CSIRO	Six monthly servicing	Non-Government Catering Company

Group Coffee Machine - this machine is scheduled for disposal

Financial Year	Who is responsible	Cost \$ (GST exclusive)	List of maintenance	Funding source
2011-12	CSIRO	Nil	N/A	N/A
2012-13 (as at 31 October 2012)	CSIRO	Nil	N/A	N/A

ESPMA Wega Atlas 2 Group Volumetric Coffee Machine

Financial Year	Who is responsible	Cost \$ (GST exclusive)	List of maintenance	Funding source
2011-12	CSIRO	236	Check & service	CSIRO operating funds
2012-13 (as at 31 October 2012)	CSIRO	Nil	N/A	N/A

IP AUSTRALIA

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

TERTIARY EDUCATION QUALITY AND STANDARDS AGENCY (TEQSA)

TEQSA has not purchased any coffee machines for staff usage.