

Senate Standing Committee on Economics

ANSWERS TO QUESTIONS ON NOTICE

Resources, Energy and Tourism Portfolio
Supplementary Budget Estimates
18 October 2012

Question: SR34
Topic: Hospitality and Entertainment
Proof Hansard Page: Written

Senator Bushby asked:

Financial Year to Date

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

2011-12 Financial Year

1. What is the Department/Agency's hospitality spend for 2011-12? Detail date, location, purpose and cost of all events.
2. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for 2011-12. Detail date, location, purpose and cost of each event.
3. What is the Department/Agency's entertainment spend for 2011-12? Detail date, location, purpose and cost of all events.
4. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for 2011-12. Detail date, location, purpose and cost of each event.

Answer:***The Department***

Financial Year to Date

1. The Department's hospitality spend for 2012-13 financial year as at 31 October 2012 was \$33,576.82 (refer to **Attachment A** for date, location, purpose and cost detail).
2. The hospitality spend for the Minister's office for 2012-13 financial year as at 31 October 2012 was Nil.
3. The Department's entertainment spend for 2012-13 financial year as at 30 October 2012 was \$11,994.72. Details are as follows:

Month	Location	Purpose	Total
July 2012	ACT	Workshop/Planning Day	\$7,345.55
August 2012	ACT	Workshop/Planning Day	\$2,771.12
September 2012	WA	Workshop/Planning Day	\$1,878.05
Total Entertainment expense (Dept)			\$11,994.72

4. The entertainment spend for the Minister's Office for 2012-13 financial year as at 31 October 2012 was NIL.
5. There is no hospitality spend currently being planned by the Department.
6. There is no hospitality spend currently being planned by the Minister's Office.
7. There is no entertainment spend currently being planned by the Department.
8. There is no entertainment spend currently being planned by the Minister's Office.
9. The Department reviews its departmental expenses regularly and endeavours to reduce costs where possible.

2011-12 Financial Year

1. The Department's hospitality spend for the 2011-12 financial year was \$234,744.46 (refer to **Attachment B** for date, location, purpose and cost detail).
2. The hospitality spend for the Minister's Office for the 2011-12 financial year was \$16,553.50. Details are as follows:

Month	Location	Purpose	Amount
July 2011	International	Meeting	\$3,056.80
July 2011	ACT	Meeting	\$96.82
July 2011	ACT	Meeting	\$113.64
July 2011	International	Meeting	\$9,586.10
August 2011	International	Meeting	\$2,782.73
September 2011	ACT	Meeting	-\$85.00
October 2011	International	Meeting	\$1,002.41
Total Hospitality expense (Minister)			\$16,553.50

3. The Department's entertainment spend for the 2011-12 financial year was \$13,777.45. Details are as follows:

Month	Location	Purpose	Amount
July 2011	ACT	Planning Day	\$1,140.00
July 2011	ACT	Planning Day	\$1,816.35
August 2011	ACT	Planning Day	\$106.64
		Secretary's awards	\$6,750.00
October 2011	ACT	Planning Day	\$597.73
November 2011	ACT	Planning Day	\$553.09
December 2011	ACT	EOY Grad function	\$450.00
		Graduates Ceremony	\$2,363.64
Total Entertainment Expense (Department)			\$13,777.45

4. The entertainment spend for the Minister's Office for the 2011-12 financial year was NIL.

Australian Renewable Energy Agency

1. As at 31 October 2012, \$1,200 (excluding GST) has been spent on hospitality:

Month	Location	Purpose	Amount
14 Aug 2012	ACT	ARENA Board Dinner	\$1,200

2. N/A for the Australian Renewable Energy Agency (ARENA).
3. There was no entertainment spend for ARENA.
4. N/A for ARENA.
5. There are no hospitality spends planned for ARENA.
6. N/A for ARENA.
7. ARENA has no planned entertainment spend for 2012-13.
8. N/A for ARENA.
9. There is no requirement to reduce this spend as spending is already minimal.

Geoscience Australia

Financial Year to Date

1. Geoscience Australia's (GA) total hospitality spend for the 2012-13 year to date, as at 31 October 2012 was \$40,831. Significant hospitality spends include:

Month	Location	Purpose	Amount
5-10 Aug 2012	Brisbane	International Geological Congress	\$35,739

GA has a Chief Executive Instructions (CEI) *Official Hospitality, Business Catering and Gifts*. This CEI includes comprehensive operational procedures and guidelines in relation to official hospitality. The remaining \$5,092 was spent on a variety of smaller hospitality events undertaken in accordance with the CEI mentioned above.

2. N/A for GA.
3. There was no entertainment spend for GA.

4. N/A for GA.
5. Planned hospitality spend for 2012-13 financial year:

Month	Location	Purpose	Amount
Nov/Dec 2012	ACT	OGRE Industry Forum and Open Day	\$29,200
Mar 2013	ACT	Continental Geology and Government Geoscience Info Committee (GGIS)	\$800
Total Entertainment Expense (Department)			\$30,000

6. N/A for GA.
7. GA has no planned entertainment spend for 2012-13.
8. N/A for GA.
9. The International Geological Conference was a one off event.

2011-12 Financial Year

1. GA's total hospitality spend for the 2011-12 financial year was \$69,626. Below is a list of significant hospitality spends:

Month	Location	Purpose	Amount
12-16 March 2012	NT	Technical Advisory Group – Palaeovalley Ground Water Project Purpose of this event was to review the progress and direction of the project as outlined in the MoU between GA and the National Water Commission.	\$12,800
14-15 March 2012	QLD	Flood Vulnerability Meeting (QLD Floods) Purpose of the event was to provide hospitality for a two day workshop for QLD floods Government stakeholders and flood Vulnerability experts from Australia, New Zealand and the Philippines.	\$4,275
30 Nov 2011	ACT	Optical Geospatial, Radar Evaluation Open Day Purpose of the event was to promote the Optical Geospatial, Radar Evaluation suppliers and services panel to Government and explain the benefits to users.	\$4,191
3 Apr 2012	WA	Information Briefing National Co2 Infrastructure Plan Purpose of this briefing to inform industry representatives about the work program under the National Co2 infrastructure plan.	\$3,792
8-9 Mar 2012	ACT	Tasman Frontier Workshop Purpose of the workshop was a Trans-Tasman collaboration exploring for potential hydrocarbon resources, which has led to sharing of up-to-date geoscientific information on an unexplored frontier region.	\$2,750
9-11 Jul 2011	ACT	Intermagnet Meeting Purpose of the meeting was to host the technical committee meeting for the global network of cooperating digital magnetic observations.	\$2,635

The remaining \$39,183 was spent on a variety of smaller hospitality events undertaken in accordance with the CEI mentioned above.

2. N/A for GA.
3. There was no entertainment spend for the 2011-12 financial year.
4. N/A for GA.

Tourism Australia

Financial Year to Date

1. \$61,973. Tourism Australia (TA) does not record details of individual meals shared as part of conducting business. Included in this spend are costs of TA's core functions of engaging with global, media, distribution and other relevant stakeholders. TA's hospitality spend includes entertainment costs.
2. Not applicable.
3. TA entertainment costs are included in the hospitality spend. For this financial year to today, TA has spent \$61,973 on hospitality and entertainment. TA does not record details of individual meals shared as part of conducting business. Included in this spend are costs of TA's core functions of engaging with global, media, distribution and other relevant stakeholders.
4. Not applicable.
5. In 2012-13 TA has budgeted \$185,855 for entertainment and hospitality costs. This is a projected reduction of 15 per cent from 2011-12.
6. Not applicable.
7. In 2012-13 TA has budgeted \$185,855 for entertainment and hospitality costs. This is a projected reduction of 15 per cent from 2011-12.
8. Not applicable.
9. Yes, budget reductions have been applied in the 2012/13 financial year with further reductions over the forward estimates. TA has implemented additional approval requirements relating to hospitality and entertainment. In 2012/13 TA has budgeted \$185,855 for entertainment and hospitality costs. This is a projected reduction of 15 per cent from 2011/12.

2011-12 Financial Year

1. \$264,745. TA does not record details of individual meals shared as part of conducting business. Included in this spend are costs of TA's core functions of engaging with global, media, distribution and other relevant stakeholders. TA's hospitality spend includes entertainment costs.
2. Not applicable.
3. TA's entertainment costs are included in the hospitality spend. In 2011-12 TA spent \$264,745 on hospitality and entertainment. TA does not record details of individual meals shared as part of conducting business. Included in this spend are costs of TA's core functions of engaging with global, media, distribution and other relevant stakeholders.
4. Not applicable.

National Offshore Petroleum Safety & Environmental Management Authority

Financial Year to Date

1. There has not been any hospitality spend this financial year to date.
2. N/A for the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA).
3. There has been no entertainment spend this financial year to date.

4. N/A for NOPSEMA.
5. NOPSEMA has no planned hospitality spend.
6. N/A for NOPSEMA.
7. NOPSEMA's staff Christmas function is planned in Perth on 7 December 2012 at a cost of \$4,000.
8. N/A for NOPSEMA.
9. NOPSEMA's staff Christmas function is the only regular event and this is a subsidy only. Staff cover the cost of all beverages which are specifically excluded under APS expenses guidelines.

2011-12 Financial Year

1. There was no hospitality spend for the 2011-12 financial year.
2. N/A for NOPSEMA.
3. NOPSEMA's entertainment spend for 2011/-12:
 - Staff Christmas function, 2 December 2011 at Bell's Cafe (This was subsidised with staff paying for all beverages).
 - IRC Members Dinner, 9 August 2011 in Perth, post meeting dinner.
 - Environment Division function, 27 September 2011 in Perth CBD. New Department staff function.
4. N/A for NOPSEMA.

Australian Solar Institute

Financial Year to Date

1. There has not been any hospitality spend this financial year to date.
2. N/A for the Australian Solar Institute (ASI).
3. ASI spent \$1,599 on four board meeting dinners in Newcastle, June-August.
4. N/A for ASI.
5. ASI has no planned hospitality spend.
6. N/A for ASI
7. ASI will spend approximately \$800 - \$1,000 on the agency's final 2-3 board meeting dinners in Newcastle this calendar year.
8. N/A for ASI.
9. ASI has no plans to reduce its hospitality/entertainment spend.

2011-12 Financial Year

1. ASI's hospitality spend for the 2011-12 financial year was \$6,364:
 - June 2011 – Solar showcase function, Parliament House Canberra: \$1,116.
 - March 2012 – Solar Research Showcase, UNSW Sydney: \$3,025.
 - June 2012 – Solar Showcase function, Parliament House Canberra: \$2,233.

2. N/A for ASI.
3. ASI's entertainment spend for 2011-12 financial year was \$6,293:
 - June 2011–May 2012 – 7 x board meeting dinners in Newcastle: \$4,968
 - Remainder on miscellaneous business lunch meetings in various locations: < \$100.
4. N/A for ASI.

ATTACHMENT A**The Department's hospitality spend for 2012-13 Financial Year to Date**

Month	Location	Purpose	Total
Jul-12	ACT	Gifts O/Seas Officials	\$771.82
		Meeting	\$161.18
		Official Dinner	\$1,011.00
		Working Lunch/Dinner	\$542.28
	INTERNATIONAL	Working Lunch/Dinner	\$1,011.87
	NSW	Gifts	\$80.00
		Meeting	\$500.00
		Working Lunch/Dinner	\$1,045.45
	VIC	Meeting	\$2,292.22
	Jul-12	ACT	Meeting
Official Dinner			\$455.91
Working Lunch/Dinner			\$137.95
Workshop/Planning Day			\$7,345.55
INTERNATIONAL		Gifts O/Seas Officials	\$394.12
NSW		Meeting	\$2,855.46
VIC		Meeting	\$1,080.46
WA		Meeting	\$117.26
Aug-12	ACT	Farewell Function	\$112.75
		Farewell Lunch	\$1,086.37
		Meeting	\$154.91
		Workshop/Planning Day	\$2,771.12
	NSW	Meeting	\$150.00
	VIC	Working Lunch/Dinner	\$65.91
	WA	Working Lunch/Dinner	\$84.55
Sep-12	ACT	Conference/Seminar	\$1,090.91
		Farewell Function	\$93.59
		Meeting	\$152.18
	INTERNATIONAL	Meeting	\$3,250.57
	NSW	Conference/Seminar	\$1,859.09
		Meeting	\$382.27
Working Lunch/Dinner		\$116.36	
WA	Workshop/Planning Day	\$1,878.05	
Oct-12	ACT	Meeting	\$180.64
Total Hospitality Expense (Department)			\$33,576.82

ATTACHMENT B

2011-12 Financial Year

Month	Location	Purpose	Amount
Jul 2011	International	Meeting	\$3,056.80
	ACT	Info Session	\$401.45
	ACT	Info Session	-\$583.63
	ACT	Info Session	\$708.18
		Workshop	\$54.55
	ACT	Gifts for O/Seas Officials	\$181.50
		Meeting	\$221.91
	NSW	Meeting	\$940.00
	ACT	Gifts for O/Seas Officials	\$536.00
		Meeting	-\$8,225.23
		Refreshment	\$51.85
		Working - Lunch/Dinner	\$918.81
	International	Meeting	\$304.97
	NSW	Meeting	\$349.56
	NT	Meeting	\$2,430.91
	QLD	Meeting	-\$495.45
SA	Consultation session	\$54.55	
VIC	Meeting	\$2,274.94	
	Workshop	\$3,382.76	
WA	Meeting	\$5,566.19	
Jul 2011	ACT	Gifts for O/Seas Officials	\$210.27
		Info Session	\$490.91
		Meeting	\$702.01
		Refreshment	\$66.18
		Working - Lunch/Dinner	\$375.61
		Workshop	\$218.20
	International	Meeting	\$9,744.70
VIC	Meeting	\$38.50	
	Working - Lunch/Dinner	\$419.55	
WA	Workshop	\$3,679.00	
Aug 2011	ACT	Gifts for O/Seas Officials	\$71.82
		Meeting	\$1,405.29
		Refreshment	\$6.52
		Training	\$103.82
		Working - Lunch/Dinner	\$179.91
	International	Meeting	\$3,531.39
	NSW	Meeting	\$182.36
		Refreshment	\$2,000.00
	QLD	Workshop	\$5,630.00
	TAS	Meeting	\$254.45
VIC	Consultation session	\$219.64	
	Meeting	\$1,839.49	
WA	Meeting	\$154.09	

Sep 2011	ACT	Gifts for O/Seas Officials	\$506.87	
		Meeting	\$1,061.03	
		Training	\$78.64	
		Working - Lunch/Dinner	\$778.73	
		International	Meeting	\$191.52
		NSW	Conference/Seminar	\$12,363.63
			Meeting	\$1,464.09
			Working - Lunch/Dinner	\$121.09
			Workshop	\$144.00
		QLD	Meeting	\$860.36
			Workshop	\$17,788.35
		SA	Meeting	\$1,609.09
			Workshop	-\$1,232.73
		VIC	Conference/Seminar	\$123.18
Meeting	\$10,858.65			
Workshop	\$18,947.27			
Oct 2011	ACT	Meeting	\$5,806.52	
		Refreshment	\$15.11	
		Working - Lunch/Dinner	\$192.64	
		Workshop	\$128.91	
	International	Meeting	\$5,779.38	
	NSW	Meeting	\$321.00	
		Workshop	\$5,836.36	
QLD	Meeting	\$17.32		
VIC	Meeting	\$993.00		
Nov 2011	ACT	Conference/Seminar	\$1,585.86	
		Meeting	\$3,919.06	
		Refreshment	\$227.27	
		Workshop	\$2,110.00	
	International	Meeting	\$7,738.13	
	NSW	Meeting	\$492.91	
		Working - Lunch/Dinner	\$2,935.66	
	SA	Conference/Seminar	\$3,403.96	
TAS	Meeting	\$204.81		
VIC	Meeting	\$786.36		
	Refreshment	\$13.90		
	Working - Lunch/Dinner	\$1,014.23		
Dec 2011	ACT	Meeting	\$1,981.82	
		Refreshment	\$79.63	
		Working - Lunch/Dinner	\$1,640.90	
	NSW	Meeting	\$1,020.00	
VIC	Meeting	\$84.55		
Jan 2012	ACT	Gifts for O/Seas Officials	\$73.64	
		Meeting	\$488.59	
		Refreshment	\$513.74	
VIC	Refreshment	\$50.91		
Feb 2012	ACT	Consultation session	\$545.45	
		Gifts for O/Seas Officials	\$256.32	

		Meeting	\$7,156.67
		Training	\$245.45
		Working - Lunch/Dinner	\$60.36
		Workshop	\$918.09
	International	Meeting	\$3,886.74
	NSW	Conference/Seminar	\$4,611.37
		Meeting	\$16,197.20
	NT	Consultation session	\$218.18
	QLD	Conference/Seminar	\$2,400.00
		Consultation session	\$929.55
		Working - Lunch/Dinner	\$1,116.82
	SA	Consultation session	\$36.36
	VIC	Meeting	\$1,443.64
	WA	Consultation session	\$545.45
		Meeting	\$221.16
		Workshop	\$6,555.45
Mar 2012	ACT	Gifts for O/Seas Officials	\$110.45
		Meeting	\$867.82
		Refreshment	-\$136.36
		Working - Lunch/Dinner	\$574.63
	International	Working - Lunch/Dinner	\$1,888.36
	NSW	Consultation session	\$2,073.55
		Meeting	\$556.74
	NT	Meeting	\$4,927.27
		Working - Lunch/Dinner	\$1,612.27
	TAS	Consultation session	\$102.09
	VIC	Meeting	\$763.64
	WA	Meeting	\$951.64
		Working - Lunch/Dinner	\$2,331.82
Apr 2012	ACT	Gifts for O/Seas Officials	\$126.00
		Info Session	\$315.00
		Meeting	\$180.64
		Working - Lunch/Dinner	\$54.18
		Workshop	\$1,538.52
	International	Meeting	\$405.74
	NSW	Meeting	\$497.73
	VIC	Workshop	\$692.50
May 2012	ACT	Conference/Seminar	\$801.18
		Gifts for O/Seas Officials	\$134.18
		Meeting	-\$844.74
	SA	Meeting	\$370.91
		Refreshment	\$30.55
	VIC	Conference/Seminar	\$68.63
		Meeting	\$854.54
Jun 2012	ACT	Gifts for O/Seas Officials	\$643.72
		Info Session	\$154.55
		Planning Day	\$5,978.18
Total Hospitality Expense (Department)			\$234,744.46