

# Senate Finance and Public Administration Legislation Committee

## ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates 27-28 May 2013

Prime Minister and Cabinet Portfolio

**Department/Agency:** Office of National Assessments

**Outcome/Program:** 1

**Topic:** Coffee Machines

**Senator:** Senator Ryan

**Question reference number:** 89

**Type of Question:** Written

**Date set by the committee for the return of answer:** 12 July 2013

**Number of pages:** 2

**Question:**

Has the department/agency purchased coffee machines for staff useage? 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.

**ONA Response:**

Yes, automatic coffee machines: 2 on 29 /9/11 for \$\$3,968 each; 1on 19/5/10 for \$3,734; 1 on 31/5/10 for \$3,895. Purchases of coffee and cleaning products in FY 2011-12 cost \$6,683.

**Question:**

Why were coffee machines purchased?

**ONA Response:**

To encourage staff not to discuss ONA business over coffee in unsecure environments.

**Question:**

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?

**ONA Response:**

Some staff still choose to use external coffee outlets. However, usage of the machines provided by ONA still represents a productivity dividend of over 90 hours per week.

**Question:**

Where did the funding for the coffee machines come from?

**ONA Response:**

N/A

**Question:**

Who has access?

**ONA Response:**

Coffee machines are available to all staff.

**Question:**

Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?

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**ONA Response:**

ONA maintains the machines in-house due to security reasons; there were no additional maintenance costs in 2012-13.

**Question:**

What are the ongoing costs of the coffee machine, such as the cost of coffee?

**ONA Response:**

Coffee costs in 2012-13 were \$6,171.

**Question:**

Does the department/agency rent coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.

**ONA Response:**

No

**Question:**

Why are coffee machines rented?

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?

Where does the funding for the coffee machines come from?

Who has access?

Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?

What are the ongoing costs of the coffee machine, such as the cost of coffee?

**ONA Response:**

N/A