

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 4**

**Division/Agency:** Finance and Business Support Division

**Topic:** Efficiency Dividend

**Proof Hansard page:** 11-12

**Senator IANMACDONALD asked:** What I want to know is what employees you had in each section of your department a year ago—or at a convenient time in the last 12 months—what it is now and what you expect it to be in the future. Then we can make an assessment of where the cuts are being made, rather than this answer to question six. You may as well have saved your ink.

**Mr Schaeffer:** Sure. Each division head is responsible for carrying out their budget for which the targets have been applied to. Various parts of the department have had reductions applied. In the finance and business support division I can list off what we have done. We have reduced positions so far by 23—

**Senator IAN MACDONALD:** In finance. And in human resources?

**Mr Schaeffer:** I'll list them off, if you like.

**Senator IAN MACDONALD:** Why didn't you do this in the answer on notice so that we don't have to waste five minutes going over what I asked?

**Mr Schaeffer:** We did not know the answer at the time.

**Dr O'Connell:** Senator, we gave you the answer as best we could at the time—

**Senator IAN MACDONALD:** Well it was a non-answer.

**Dr O'Connell:** because we were still going through the process. What Mr Schaeffer is saying is that these are all handled in the overall internal budget process.

**Senator IAN MACDONALD:** I just want the answer. I do not need to know how you get to it. Just tell me the figures, please.

**Mr Schaeffer:** I gave you the answer that we could at the time, and now I am giving you the answer which is obviously more complete because we have the budget set.

**Senator IAN MACDONALD:** Okay. Is it lengthy? If it is, give it on notice.

**Mr Schaeffer:** It is lengthy, yes.

**Senator IAN MACDONALD:** Could you table it, please?

**Dr O'Connell:** We cannot table it, but we can certainly give it on notice. We should be able to get it to you by the end of the day.

...

**Senator IAN MACDONALD:**... So we will get the numbers reduction in figures, please, on notice. Can you tell me as well, on notice for the next time, what you anticipate what that will be in a year's time—what your forward planning is for the department.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 4 (continued)

**Answer:**

The Full Time Equivalents (FTE) for the Department of Agriculture, Fisheries and Forestry by each division as at July 2011 and January 2012 are detailed in the following table:

<b>Division</b>	<b>Actual July 2011</b>	<b>Actual January 2012</b>
ABARES	208.5	215.1
Quarantine Operations	2044.5	2047.5
Policy	65.7	79.5
Animal	235.2	247.4
Plant	294.5	292.9
Food	559.7	471.7
Sustainable Resource Management	125.6	123.6
Climate Change	80.5	98.8
Agricultural Productivity	107.3	116.8
Trade & Market Access	70.6	76.0
Finance & Business Support	188.5	194.6
Government	186.8	203.8
People & Service Delivery	294.0	305.0
IT	78.9	110.7
Other	30.0	10.0
<b>Total FTE</b>	<b>4570.0</b>	<b>4593.4</b>

- 1) The estimated FTEs for 2012–13 will be indicated in the 2012–13 Portfolio Budget Statement following the 2012–13 Budget.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 6**

**Division/Agency:** Finance and Business Support Division

**Topic:** Legal Services

**Proof Hansard page:** 14

**Senator IAN MACDONALD:** I am conscious of that. I have been going for 10 minutes about the general process. Just give me the two figures for Blake Dawson and I will leave it there. The rest of my questions I will put on notice—yet again. But please can you answer them with facts. Just give me the total bill and the hours.

**Dr O'Connell:** We do not have the hours in front of us at the moment, of course.

**Senator IAN MACDONALD:** Okay, so give me the total bill to Blake Dawson for a particular period and the hours they have billed you for.

**CHAIR:** You are taking that on notice. Okay.

**Answer:**

<b>Period</b>	<b>Hours charged</b>	<b>Total invoiced amount</b>
19 December 2009 to 18 December 2010	10 240	\$3 145 125
19 December 2010 to 31 May 2011	4199	\$1 460 392

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 7**

**Division/Agency:** Finance and Business Support Division

**Topic:** Travel Expenditure

**Proof Hansard page:** 14

**Senator COLBECK asked:**

**Senator COLBECK:** In question 140 in October you advised that the spend was \$12.6 million. In May 2011 you said the spend was \$11.6 million, and that was in response to question on notice 169 from the May estimates.

**Dr O'Connell:** We think we might have different time periods, but we will try to confirm that for you.

**Answer:**

The \$11.6 million of travel related expenditure for the 2010–11 financial year (up to 17 June 2011) referred to in question 169 from May 2011 Estimates was an error. However, the table included in the answer to question 169 gave the correct answer.

In the response to question on notice 140 (Corporate Finance Division) from October 2011 estimates, the Department of Agriculture, Fisheries and Forestry clarified that the appropriation funded travel expenditure for the 2010–11 financial year (up to 17 June 2011) was \$12.6 million.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 63**

**Division/Agency:** Finance and Business Support Division

**Topic:** Spend on Electricity

**Proof Hansard page:** Written

**Senator MACDONALD asked:**

In relation to QoN 9 from October 2011, the 'spend' on electricity was \$2,152,306.

From February 2012:

1. How does this compare with the previous year? (please include actual figures)
2. What is the projection/budget for 2011-12?
3. Are the details broken up by office, or area, or internal sector of the Department? If so please provide figures for 2009-10, 2010-11 along with the projection for 2011-12

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry's (DAFF's) total electricity expense for 2009–10 was \$2 005 554 (excluding GST). The department's electricity expenses were higher in 2010–11 than they were in 2009-10.
2. DAFF has budgeted an amount of \$2 240 560 (excluding GST) for its total electricity expense in 2011–12.
3. Yes, DAFF's electricity expenses are broken up by office. **Attachment A** to this question provides information on electricity expenses as requested.

## Question: 63 (continued)

## Attachment A

Property	State	Electricity Expenses in 2009-2010 (\$)	Electricity Expenses in 2010-2011 (\$)	Budget for Electricity Expenses in 2011-2012 (\$)
Adelaide Airport Export Park (District Office)	SA	62 438	66 390	66,000
Adelaide International Airport	SA	- 4654		
Bamaga Airport Road	QLD	5474	5754	6000
Barmera Shop 9 5 Barwell Ave	SA	1303	1306	1320
Belmont Dog Kennel Kleinig Rd	WA	6491	4149	4200
Brisbane 42-44 Qantas Dr (Regional Office)	QLD	155 670	191 878	198 000
Brisbane International Airport	QLD	46 322	38 505	38 400
Broken Hill 20 Pinnacles Road	NSW	1727	1890	2160
Bunbury 7 Jetty Road	WA	966	948	1000
Byford Nettleton Road	WA	3 815	7591	4800
Cairns International Airport	QLD	19 728	17 035	18 000
Cairns Regional Office	QLD	51 353	82 948	96 000
Canberra 18 Marcus Clarke St	ACT	527 234	650 080	660 000
Canberra 7 London Circuit	ACT	151 267	128 903	133 800
Christmas Island Airport	WA	168	210	220
Christmas Island Quarantine Building	WA	1903	2023	2040
Coconut Island Coconut Island	QLD	1619	1819	2500
Darnley Island	QLD	700	788	800
Darwin East Arm Ports	NT	91	1247	1440
Darwin International Airport	NT	3576	4117	3960
Darwin Pederson Rd (Regional Office)	NT	50 208	54 782	60 000
Docklands, Docklands Drive VIC	VIC	7112	6029	6600
Eastern Creek 60 Wallgrove Rd	NSW	108 247	110 508	115 000
Flemington Sydney Markets	NSW		39	600
Fyshwick Unit 6 Collie Street	ACT	25 274	29 274	30 000
Fyshwick Unit 7 Collie Street	ACT	103 949	118 231	122 000
Gladstone 100 Goonoon St	QLD		2717	6000
Griffith 104 - 110 Banna Ave	NSW	2526	2546	2600
Karratha Unit 1/28 Gray Pl	WA	5860	5937	6000

## Question: 63 (continued)

## Attachment A

Property	State	Electricity Expenses in 2009-2010 (\$)	Electricity Expenses in 2010-2011 (\$)	Budget for Electricity Expenses in 2011-2012 (\$)
Kensington 5 Lot 2 McClure Rd	VIC	1364	9099	10 800
Knoxfield 621 Burwood Highway	VIC	24 365	15 908	23 000
Longreach 26 Quarrian Road	QLD	573	534	600
Mascot Sydney Int Airport	NSW	59 172	20 330	23 460
Merbein 68 Commercial Street	VIC	1905	1119	1200
Narromine 7 Industry Road	NSW	2508	2950	3300
Newcastle 130 Young Street	NSW	7283	7818	8000
Nth Geelong Corio Quay West	VIC	5679	4968	5500
Parkes Old Post Office	NSW	2542	2447	2800
Perth 9 Fricker Road (Regional Office)	WA	147 443	201 853	205 000
Perth International Airport	WA	13 866	19 188	18 000
Port Hedland 42 Anderson St	WA	3644	4166	4500
Port Kembla 91 Foreshore Rd	NSW	1972	3793	4000
Port of Brisbane Port Central	QLD	6064	10 484	10 800
Portland 25B Gawler Street	VIC	700	560	600
Rosebery Crewe Place (Regional Office)	NSW	155 051	171 276	175 000
Saibai Island	QLD	2 522	1942	2500
Shepparton 127 Fryers Street	VIC	988	1188	1800
Sherwood 606 Sherwood Rd	QLD	3442	3395	4700
Spotswood 43-47 Craig Street	VIC	36 697	39 862	45 600
Toowoomba 196 Hume Street	QLD	3045	3006	3200
Torrens Island	SA	28 767	29 101	31 800
Townsville 7-13 Tomlins St	QLD	2055	- 2055	6000
Tullamarine (Melbourne) International Airport	VIC	15 954	10 229	10 800
Tullamarine 249-255 Melrose Dr	VIC	133 036	44 810	46 000
Wallaroo 41B Owen Terrace	SA	767	848	960
Yam Island	QLD	1493	900	1200
Exited - Cairns 10 -12 Hannam St	QLD	187		
Exited - Cairns AAC Building	QLD	10 100	1323	

**Question: 63 (continued)****Attachment A**

<b>Property</b>	<b>State</b>	<b>Electricity Expenses in 2009-2010 (\$)</b>	<b>Electricity Expenses in 2010-2011 (\$)</b>	<b>Budget for Electricity Expenses in 2011-2012 (\$)</b>
Exited - Cairns ITB Paradise Lounge	QLD	- 1323		
Exited - Deakin House, 50 Geils St	ACT	209		
Exited - Dubbo 41 Erskine Street	NSW	4641	1446	
Exited - Flemington Market Plaza Bldg	NSW	3831	2175	
Exited - Fyshwick Mildura Street	ACT	1467		
Exited - Melbourne 617-643 Spencer St	VIC	758		
Exited - West Melbourne 53 Coode Rd	VIC	- 17 579		
		<b>2 005 554</b>	<b>2 152 306</b>	<b>2 240 560</b>

**Notes:**

- A negative value in the table identifies a refund received following reconciliation of accounts after exiting a site or an overcharge was identified and rectified.



**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 64**

**Division/Agency:** Finance and Business Support Division

**Topic:** AQIS Full Cost Recovery

**Proof Hansard page:** Written

**Senator XENAPHON asked:**

Can AQIS confirm what is meant by 'full cost recovery'?

Is it recovery of the specific services provided, or of the agency itself?

**Answer:**

The Department of Finance and Deregulation's Australian Government Cost Recovery Guidelines provide that the "... full cost of each product is the value of all resources used or consumed in providing that output, and it includes direct, indirect and capital costs". In Department of Agriculture, Fisheries and Forestry (DAFF) Biosecurity full cost recovery refers to the inclusion of all direct, indirect and capital costs that are integral to the delivery of quarantine and export certification services.

Cost recovery arrangements in DAFF Biosecurity are specific to the delivery of quarantine and export certification services including the indirect costs associated with providing those services such as payroll and accommodation.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 66**

**Division/Agency:** Finance and Business Support Division

**Topic:** Cost Recovery

**Proof Hansard page:** Written

**Senator XENAPHON asked:**

What additional consultation will AQIS be taking in relation to the affect of fees and charges on small businesses?

**Answer:**

The Department of Agriculture, Fisheries and Forestry (DAFF) has in place consultative mechanisms that provide input on fees and charges. In relation to export certification reforms, Ministerial Taskforces were established to facilitate consultation on export supply chain reform and the development of new cost recovery arrangements. These taskforces comprise representatives from DAFF Biosecurity and representatives nominated by industry.

DAFF Biosecurity extended consultation regarding the effect of fees and charges beyond the taskforces, engaging directly with small businesses, such as those in the further meat processing and cold storage sectors, through face to face meetings and through the distribution of explanatory material.

As the department finalises the Export Certification Reform Program, the department is reviewing the ongoing consultative arrangements for each sectors. These activities complement a broader review of stakeholder engagement arrangements across all DAFF Biosecurity cost recovery arrangements.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 70**

**Division/Agency:** Finance and Business Support Division

**Topic:** Cost Recovery

**Proof Hansard page:** Written

**Senator XENOPHON asked:**

What percentage of the fees paid to AQIS actually reflects the direct costs of the officers conducting the investigation on AQIS' behalf?

**Answer:**

Cost recovery arrangements have cost structures tailored to the regulatory requirements of the industry. Accordingly the percentage of fees relating to the direct provision of services will vary across each arrangement. Averaged across all cost recovered activities in Department of Agriculture, Fisheries and Forestry Biosecurity the direct cost of officers providing quarantine and export certification services constitutes 66 per cent of the fee or charge. The remaining 34 per cent contributes to the costs of direct program management and administration, supporting IT systems and supporting corporate activities such as payroll, finance and accounting services.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 137

**Division/Agency:** Finance and Business Support Division

**Topic:** Efficiency Dividend

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Provide a copy of the plan to achieve the efficiency dividend.
2. Are the co-ordinated procurement arrangements finalised?
3. If so, please provide details.

**Answer:**

1. The department of Agriculture, Fisheries and Forestry's (DAFF) approach to achieving the efficiency dividend is as follows:

The one off increase of the efficiency dividend of 2.5 per cent for 2012–13 is still being considered and will be informed by advice from the Department of Finance and Deregulation (DoFD) and monitored by the working group led by the Special Minister of State that will focus out finding further savings in particular on:

- reductions in the use of consultants and contractors
- replacing domestic and international travel with the use of the Government's virtual meeting (telepresence) facilities
- reductions in agency spend on hospitality and entertainment
- minimising media and advertising expenditure
- reductions in printing and publication expenditure
- more efficient and consistent delivery of training.

2. Coordinated procurement arrangements, implemented by the DoFD, establish whole-of-government arrangements for goods and services in common use by Australian Government agencies to aggregate volumes purchased and deliver savings and efficiencies. Coordinated procurement arrangements are mandatory for agencies subject to the *Financial Management and Accountability Act 1997*.

Before moving to implement a coordinated procurement arrangement, DoFD conducts a scoping study to examine agencies' needs, the relevant industry and market, administrative arrangements and volumes. DoFD consults with agencies and industry. A coordinated procurement arrangement will only proceed where there are clear benefits available including a minimum level of savings and potential efficiencies such as lower administrative costs, streamlined processes, reduced duplication in infrastructure or improved transparency across government.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 137 (continued)**

Coordinated procurement arrangements have been established for Air Travel, Major Office Machines, Desktops, Telecommunications, the Microsoft Volume Sourcing Arrangement, and Internet Gateways. These arrangements have delivered savings across government through price reductions.

3. For DAFF, the impact of the coordinated procurement initiative for travel has been a reduction of appropriation funding of \$4.733 million over financial years 2010–11 to 2013–14. The reduction in budget was determined by the expected savings arising from the coordinated procurement initiative.

Questions about the coordinated procurement arrangements should be directed to DoFD.

## Rural and Regional Affairs and Transport Committee

### ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

### Agriculture, Fisheries and Forestry

**Question:** 138

**Division/Agency:** Finance and Business Support Division

**Topic:** Efficiency Dividend

**Proof Hansard page:** Written

**Senator Colbeck asked:**

QON 138 October 2011 asked for specific details of the impact, in practical terms, of the efficiency dividend for each of the departmental divisions, including Corporate Finance Division, Biosecurity Services Group, Agricultural Productivity, ABARES, APVMA, AFMA and Sustainable Resource Management. We received a response for AFMA and APVMA but no-one else. Please provide requested information of the other divisions.

**Answer:**

The efficiency dividend has been implemented by applying internal budget savings targets to each division. Each First Assistant Secretary is responsible for applying those savings targets in the most effective way for their division. Some common examples include redeployment to vacant positions, natural attrition, reduction of administrative processes, by eliminating duplicated effort, business process re-engineering, transferring processing loads from x-ray machines to detector dogs and reducing supplier costs. The following table sets out the current targets applied to divisions for the savings measures announced in 2011–12, ongoing efficiency dividend of 1.5 per cent and the impacts of the Enterprise Agreement.

### Budget Targets (Annual Impact)

Division	Target Reduction (\$m) Full year
ABARES	0.96
Agricultural Productivity	0.57
Trade & Market Access	0.45
Finance & Business Support	2.22
Government	2.57
Quarantine Operations	15.30
People & Service Delivery	2.91
Biosecurity Policy	0.50
Animal	0.50
Plant	0.54
Food	0.55
Sustainable Resource Management	0.60
Climate Change	0.59
ICT	0.00
<b>Total Reduction</b>	<b>28.3</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 139**

**Division/Agency:** Finance and Business Support Division

**Topic:** Contractors

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Provide a breakdown by departmental division of how the \$29 million spent on contractors in 2010 – 11 was made up.
2. With regard to the "specific skills" the department needed to bring in - what skills were lacking from the department?
3. Are these skills still lacking from the department?

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry (DAFF) has detected an error in its previous response and can now advise that the total spent on contract staff in 2010–11 was \$25.136 million.

The table below provides a breakdown of contract staff costs for 2010–11 across departmental divisions.

<b>Division</b>	<b>Contract staff expenses in 2010-11</b>
ABARES	\$185 097.21
Agricultural Productivity	\$219 474.88
Biosecurity Animal	\$923 155.99
Biosecurity Food	\$6 657 577.53
Biosecurity Plant	\$1 309 836.45
Biosecurity Quarantine Operations	\$3 657 431.21
Biosecurity Regional & Business Services	\$5 444 991.60
Biosecurity Strategic Projects	\$139 780.38
Climate Change	\$90 769.99
Corporate Finance	\$1 059 771.76
Corporate Policy	\$380 131.03
Corporate Services	\$4 487 019.44
Sustainable Resource Management	\$541 681.86
Trade & Market Access	\$38 798.47
<b>Total</b>	<b>\$25 135 517.80</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 139 (continued)

2. DAFF uses, and continues to use, contract staff for short-term staffing requirements both in office-based activities and in biosecurity operations across the country. The department uses contract staff in areas such as finance, information technology and for quarantine services.
3. In some cases, contract staff will have specific technical skills (for example in the areas of financial management or information and communications technology) which the department requires for particular projects or activities. In other cases, contract staff will be used to mitigate labour shortages arising from leave or sickness. The department also uses contract staff for biosecurity operations at airports and mail centres.
4. Please refer to the answer to Question 2.



**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 140

**Division/Agency:** Finance and Business Support Division

**Topic:** Expiring Programs

**Proof Hansard page:** Written

**Senator COLBECK asked:**

QON 138 October 2011 asked for details of all expiring programs. We were provided with a list of expired programs. Please provide the information requested in October ie all EXPIRING programs.

**Answer:**

Programs are classified as ongoing, lapsing or terminating. For the purposes of answering this question, it is assumed terminating meets your definition of expiring. Details of programs that terminate within the department are provided in the following table:

<b>Department of Agriculture, Fisheries &amp; Forestry</b>	
<b>Program</b>	<b>Item</b>
Program 1.1: Tackling Climate Change – Australia’s Farming Future –Climate Change	Tackling Climate Change – Australia's Farming Future – Climate Change Adaptation Partnerships Program (terminating 2012)
	Tackling Climate Change – Australia's Farming Future – Climate Change Adjustment Program (terminating 2012)
	Tackling Climate Change – Australia's Farming Future – Climate Change Research Program (terminating 2012)
Program 1.2: Sustainable Management – Natural Resources	National Weeds and Productivity Research Program (terminating 2012)
Program 1.3: Forestry Industry	Tasmanian Forest Industry – adjustment package (terminating 2012)
Program 1.4: Fishing Industry	Recreational Fishing Industry Development Strategy Program (terminating 2012)
Program 1.5: Horticulture Industry	Regional Food Producers' Innovation and Productivity Program (terminating 2012)

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 140 (continued)

<b>Department of Agriculture, Fisheries &amp; Forestry</b>	
<b>Program</b>	<b>Item</b>
Program 1.10: Agricultural Resources	Northern Australia Beef Industry Strategy – Indigenous Pastoral Project (terminating 2012)
Program 1.11: Drought Programs	Drought Assistance – Professional Advice (terminating 2012)
	Drought Assistance – Re-establishment Assistance (terminating 2012)
	Drought policy reform – pilot of new measures in Western Australia (terminating 2012)
Program 1.12: Rural Programs	Live Animal Exports – Assistance to Individuals (terminating 2012)
Program 2.1: Quarantine and Export Services	Beyond the Border: Australia's Biosecurity Strategy – Post Entry Quarantine – Communications (terminating 2012)
Program 2.2: Plant and Animal Health	Animal Biosecurity & Response Reform (terminating 2012)
	Plant Biosecurity & Response Reform (terminating 2012)

<b>Departmental Programs ONLY</b>	
<b>Program</b>	<b>Item</b>
Program 2.1: Quarantine and Export Services	Future Post-Entry Quarantine Arrangements – initial work (terminating 2012)
	Moving Core Functions Towards Reform (terminating 2012)
	Reform of Australia's biosecurity system – enhancement of Information Communication and Technology systems (terminating 2012)

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 144

**Division/Agency:** Finance and Business Support Division

**Topic:** Procurement Program

**Proof Hansard page:** Written

**Senator Colbeck asked:**

1. In response to QON 137 October 2011, the Government advised that the Department of Finance and Deregulation (Finance) were overseeing the coordinated procurement program and that "the department has not conducted any analysis of the impact of coordinated procurement on individual divisions". If impacts cannot be analysed by individual divisions, how is the Government going to demonstrate achievement of the efficiency dividend by division?
2. Is there an intention to undertake an analysis of the impact of coordinated procurement at divisional or departmental level?

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry's (DAFF) approach to achieving the efficiency dividend please refer to the answer to QoN 4 Finance and Business Support Division from Additional Estimates February 2012.
2. For information on coordinated procurement arrangements please refer to the answer to QoN 137 Finance and Business Support Division from Additional Estimates February 2012.

For DAFF, the impact of the coordinated procurement initiative for travel has been a reduction of appropriation funding of \$4.733 million over financial years 2010–11 to 2013–14. The reduction in budget was determined by the expected savings arising from the coordinated procurement initiative.

There is no intention to undertake analysis of the impact of coordinated procurement at divisional or departmental level at this time. To ensure the benefits of these arrangements are achieved the Department of Finance and Deregulation actively manages each arrangement with a dedicated contract management team.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 145

**Division/Agency:** Finance and Business Support Division

**Topic:** Underspend in 2011–12

**Proof Hansard page:** Written

**Senator COLBECK asked:**

In response to QON 176 May 2011 the department identified \$3.5 million underspend in 2010-11 "primarily the result of the implementation of the Export Certification Reform Package". In response to QON 142 October 2011 the department advised that this underspend would be expended in 2011-12.

What was the reason for the original underspend and what was/will the money spent on in 2011-12?

**Answer:**

The underspend is attributable to the delay in the implementation of the Australian Export Meat Inspection System. This underspend will be expended in 2011–12.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 152**

**Division/Agency:** Finance and Business Support Division

**Topic: Staffing**

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Are there any plans for staff reduction? If so, please advise details i.e. reduction target, how this will be achieved, services/programs to be cut etc.
2. If there are plans for staff reductions, please give the reason why these are happening.

**Answer:**

1. The efficiency dividend has been implemented by applying internal budget savings targets to each division. Each First Assistant Secretary is responsible for applying those savings targets in the most effective way for their division. Some common examples include redeployment to vacant positions, natural attrition, reduction of administrative processes, eliminating duplicated effort, business process re-engineering, transferring processing loads from x-ray machines to detector dogs and reducing supplier costs.
2. The following table sets out the current targets applied to divisions for the savings measures announced in 2011-12, ongoing efficiency dividend of 1.5 per cent and the impacts of the Enterprise Agreement. The effect of the 2.5 per cent increase to the efficiency is yet to be factored in to internal budgets.

**Budget Targets and Strategies (Annual Impact)**

<b>Division</b>	<b>Target Reduction (\$m) Full year</b>
ABARES	0.96
Agricultural Productivity	0.57
Trade & Market Access	0.45
Finance & Business Support	2.22
Government	2.57
Quarantine Operations	15.30
People & Service Delivery	2.91
Biosecurity Policy	0.50
Animal	0.50
Plant	0.54
Food	0.55
Sustainable Resource Management	0.60
Climate Change	0.59
ICT	0.00
<b>Total Reduction</b>	<b>28.3</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 153

**Division/Agency:** Finance and Business Support Division

**Topic:** Efficiency Dividend

**Proof Hansard page:** Written

**Senator Colbeck asked:**

1. How has the efficiency dividend been implemented?
2. Please list where and what spending has been reduced to meet the efficiency dividend.

**Answer:**

1. The efficiency dividend has been implemented by applying internal budget savings targets to each division. Each First Assistant Secretary is responsible for applying those savings targets in the most effective way for their division. Some common examples include redeployment to vacant positions, natural attrition, reduction of administrative processes, eliminating duplicated effort, business process re-engineering, transferring processing loads from x-ray machines to detector dogs and reducing supplier costs.
2. The following table sets out the current targets applied to divisions for the savings measures announced in 2011–12, ongoing efficiency dividend of 1.5 per cent and the impacts of the Enterprise Agreement. The effect of the 2.5 per cent increase to the efficiency is yet to be factored in to internal budgets.

**Budget Targets (Annual Impact)**

<b>Division</b>	<b>Target Reduction (\$m) Full year</b>
ABARES	0.96
Agricultural Productivity	0.57
Trade & Market Access	0.45
Finance & Business Support	2.22
Government	2.57
Quarantine Operations	15.30
People & Service Delivery	2.91
Biosecurity Policy	0.50
Animal	0.50
Plant	0.54
Food	0.55
Sustainable Resource Management	0.60
Climate Change	0.59
ICT	0.00
<b>Total Reduction</b>	<b>28.3</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 155**

**Division/Agency:** Finance and Business Support Division

**Topic: Hospitality and Entertainment**

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. What is the Department/Agency's hospitality spend for the year 2010-11? Detail date, location, purpose and cost of all events.
2. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for the year 2010-11. Detail date, location, purpose and cost of each event.
3. What is the Department's entertainment spend for the year 2010-11? Detail date, location, purpose and cost of all events.
4. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for the year 2010-11. 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.

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry's hospitality spend for the year 2010-11 was \$65 955. A table at **Attachment A** provides the date, location, purpose and cost of each event.
2. Expenditure by the minister and parliamentary secretary:
  - The minister's hospitality spend for the year 2010-11 was \$60. A table at **Attachment B** provides the date, location, purpose and cost of the event
  - The hospitality spend for the former Parliamentary Secretary the Hon. Dr Mike Kelly AM MP for the year 2010-11 was \$777. A table at **Attachment B** provides the date, location, purpose and cost of each event.
3. All hospitality expenditure is disclosed in the response to question 1. There is no separate entertainment expenditure.
4. All hospitality expenditure is disclosed in the response to question 2. There is no separate entertainment expenditure.
5. The planned expenditure for hospitality comes to \$43 662. At **Attachment C** are details of the date, location, purpose and cost of all known events. This information is subject to change.
6. The offices of the minister and the parliamentary secretary have no planned events involving hospitality.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 155 (continued)**

7. All hospitality expenditure is disclosed in the response to question 5. There is no separate entertainment expenditure.
8. All planned hospitality expenditure is disclosed in the response to question 6. There is no separate entertainment expenditure.



**ATTACHMENT A**

<b>Official hospitality expense for the department for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
1-07-2010	National Australia Bank - Discussion on issues facing the rural sector - Morning tea	Wagga Wagga	33
1-07-2010	Meet with producers - Discussion on issues facing the rural sector - Morning tea	Junee	66
1-07-2010	Korean Food Safety Mission - - Lunch	Canberra	551
19-22-07-2010	Future Post Entry Quarantine Arrangements (FPEQA) Stakeholder Briefing - Refreshments	Sydney/Brisbane/Melbourne	1387
20-07-2010	Dairy Situation Outlook briefing - Lunch	Canberra	150
30-07-2010	FPEQA Stakeholder Briefing - Refreshments	Perth	70
31-07-2010	Korean National Plant Quarantine Services - Lunch	Canberra	135
1-08-2010	Recreational Fishing Industry Development Strategy - Round table meeting - Lunch	Canberra	208
2-3-08-2010	FPEQA Stakeholder Briefing - Refreshments	Canberra	1155
5-08-2010	Delivery agency for Farmers Exceptional Circumstance Interest Rate Subsidies (ECIRS) - Lunch	Canberra	246
9-08-2010	Plant Pest Risk Analysis Training Workshop – Dinner	Hanoi, Vietnam	841
9-17-08-2010	Cooperation on Agri-food Trade - Meals	Sydney/Brisbane/Melbourne	2235
16-17-08-2010	ACACA Study Mission to Australia - Meals	Brisbane	520
16-08-2010	Chilean Officials - market access of Australian salmon eggs to Chile - Dinner	Canberra	266
17 & 19-08-2010	ACACA Study Mission to Australia - Meals	Melbourne	564
23-08-2010	ACACA Study Mission to Australia - Meals	Sydney	450
25-08-2010	Exec Director International Tropical Timber Organisation - Lunch	Canberra	120
30-08-2010	Crawford fund - Lunch	Canberra	1838
31-08-2010	Exec Director International Tropical Timber Organisation - Lunch	Canberra	338
31-08-2010	Korean Food Safety mission - Lunch and dinner	Canberra/Brisbane	3129
31-08-2010	Australia-Indonesia Working Group on Agriculture, Food and Forestry Cooperation, Co-chairs - Dinner	Darwin	595
1-09-2010	Chinese Government Forestry Delegation - Dinner	Canberra	1844
2-09-2010	Illegal logging working group - Lunch	Canberra	403
13-09-2010	Post Entry Quarantine Arrangements Risk Workshop - Lunch	Canberra	127

**ATTACHMENT A**

<b>Official hospitality expense for the department for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
14-09-2010	Japan and Australian Bilateral meeting - Dinner	Canberra	1169
15-09-2010	New Zealand Ministry of Agriculture and Forestry on development and use of import conditions database (BICON) - Lunch	Canberra	625
16-09-2010	Post Entry Quarantine Arrangements Process Flow workshop - Lunch	Canberra	170
16-09-2010	Japan and Australian Bilateral discussions/field visit - Lunch	Gosford	207
20-09-2010	ACACA - Agricultural Recycling - Lunch	Sydney	26
22-09-2010	Cooperation on Agri-food Trade - Meals	Sydney	171
22-09-2010	Cooperation on Agri-food Trade - Meals	Camden NSW	315
23-09-2010	Cooperation on Agri-food Trade - Meals	Forest Hill QLD	50
24-09-2010	2010 Agri Food Conference - Discussions with industry representatives on better feedback strategies - Lunch	Melbourne	282
24-09-2010	Cooperation on Agri-food Trade - Meals	Sydney	32
27-09-2010	Cooperation on Agri-food Trade - Meals	Sydney	395
27-09-2010	Cooperation on Agri-food Trade - Meals	Dalby	115
27-28-09-2010	Cooperation on Agri-food Trade - Meals	Toowoomba	763
27-29-09-2010	Cooperation on Agri-food Trade - Meals	Brisbane	1223
30-09-2010	Cooperation on Agri-food Trade - Meals	Melbourne	425
1-10-2010	Cooperation on Agri-food Trade - Meals	Wodonga	155
4-10-2010	Cooperation on Agri-food Trade - Meals	Ballarat	190
4-5-10-2010	Cooperation on Agri-food Trade - Meals	Melbourne	831
26-10-2010	Aust/Fiji Bilateral Meeting – Dinner	Canberra	661
8-19-11-2010	Australia-China Agricultural Cooperation Agreement Fertigation Mission (fertilising via irrigation) - Catering	Apple Tree Creek, Perth, Melbourne, Gingin, Brisbane, Bundaberg, Sydney	5618
9-11-2010	Korean dairy delegation – Lunch	Canberra	760
14-11-2010	Community based Landcare Forum – Catering	Launceston	1420
16-22-11-2010	Australian Biosecurity Awards – Catering	Adelaide, Perth, Canberra	1457
20-25-11-2010	China General Administration of Quality Supervision, Inspection and Quarantine (AQSIQ) Audit of Oaten Hay Systems in Australia – Catering	Brisbane, Melbourne, Horsham, Adelaide, Bacchus Marsh	1124
25-26-11-2010	Australian Animal Welfare Strategy Advisory Committee – Dinner	Canberra	1463
01-12-2010	Customs Brokers and Forwarders Council of Australia – Function	Brisbane	160

**ATTACHMENT A**

<b>Official hospitality expense for the department for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
9-12-2010	Chinese officials conducting an audit of Australia's meat export system – Dinner	Sydney	701
14-12-2010	High level delegation from Servicio Agricola y Ganadero, Chile – Lunch	Canberra	313
14-12-2010	Australia-China dairy talks – Lunch	Leongatha, Vic	284
16-12-2010	Japanese officials conducting an audit of Australia's poultry and pig rendering system – Dinner	Brisbane	479
2-02-2011	Biosecurity Advisory Council – Dinner	Adelaide	450
17-02-2011	Japanese Deputy Director-General of Agriculture, including his delegation and representatives from the Japanese Embassy - Dinner	Canberra	401
17-02-2011	Chief Veterinary Officer, Food & Agriculture Organisation of the United Nations (FAO) - Global animal health situation/key challenges and Approach to the One Health Agenda - Lunch and dinner	Canberra	614
17-18-02-2011	Thai delegation holding technical discussions on table grape and citrus protocols – Dinner and lunch.	Canberra	302
23-02-2011	Japan Lower House Research Bureau – Morning tea	Canberra	171
24-02-2011	Rural research and development council – Dinner	Sydney	598
1-03-2011	ABARES outlook conference – VIP lunch	Canberra	854
4-03-2011	Japanese Research Director, The Canon Institute for Global Studies – Lunch	Melbourne	34
6-12-03-2011	Vietnamese delegation – AusAID Public Sector Linkages Program – Lunches and dinners	Canberra, Sydney, Melbourne	4481
08-11-03-2011	Vietnamese delegation for SPS Study Tour and Technical Market Access training - Lunch	Sydney, Melbourne	433
12-26-03-2011	Australia/China Agricultural Cooperation Agreement delegation on forestry management - Lunch	Perth, Sydney, Canberra	5412
21-03-2011	National Rural Advisory Council – dinner	Adelaide	894
23-03-2011	Malaysia/Australia Agricultural Cooperation Working Group – Lunch and dinner	Hobart	4620
30-03-2011	Turkish Ministry of Agriculture delegation – Dinner	Canberra	336
31-03-2011	DAFF Development Grant – industry visits to China – project planning – Lunch	Canberra	54
20-04-2011	Crawford School of Economics and Government, ANU Institute of Policy and Strategy for Agriculture and Rural Development, Vietnam – Dinner	Canberra	254

**ATTACHMENT A**

<b>Official hospitality expense for the department for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
19-04-2011	OIE Regional Animal Welfare Strategy – Asia Far East and Oceania Coordination Group – Dinner	Bangkok, Thailand	900
2-05-2011	Community Networks and Capacity Building Assessment panel – dinner	Canberra	788
2-05-2011	Drought Pilot Review Panel, DAFF staff and secretariat – Dinner	Canberra	470
3-05-2011	Caring for our Country review team – Dinner	Canberra	139
9-05-2011	Mexican Delegation – Dinner	Canberra	769
18-05-2011	Primary Industries Standing Committee Drought Group Meeting – Dinner	Canberra	680
18-05-2011	The ASEAN–Australia–New Zealand Free Trade Agreement (AANZFTA) – economic cooperation work program: Diagnostics of pest nematodes workshop with a view to capacity building in Thailand - Dinner	Bangkok, Thailand	1500
25-26-5-2011	Co-host function with USA for the World Organisation for Animal Health – Dinner	Paris, France	534
1-06-2011	Discussion with stakeholders on ACACA – Fertigation Mission – Lunch	Canberra	16
6-06-2011	Korean Audit of Australian Export Meat Inspection System – Dinner	Canberra	236
14-06-2011	Australian Wildlife Health Network – business planning meeting – Dinner	Brisbane	135
17-06-2011	Republic of Korea National Veterinary Research and Quarantine Service – quarantine study mission – Dinner	Canberra	350
21-06-2011	Korean National Agricultural Products Quality Management Service delegation to study Australia’s administrative arrangements used to manage and monitor on-farm quality and productivity – Lunch	Canberra	240
28-06-2011	Discussions with David Morfesi re a seminar on geographical indications – Dinner	Canberra	198
29-06-2011	Discussion with stakeholders on ACACA – Fertigation Mission – Lunch	Canberra	221
30-06-2011	NZ delegation – Morning tea	Canberra	16
<b>Total</b>			<b>65 955</b>

**ATTACHMENT B**

<b>Official hospitality expense for the minister for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
28-10-2010	Biosecurity roundtable – Catering	Brisbane	60
<b>Total</b>			<b>60</b>

<b>Official hospitality expense for Dr Mike Kelly AM MP for the period 1 July 2010 to 30 June 2011</b>			
<b>Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost \$ (inc GST)</b>
12-10-2010	Meeting with fishing industry stakeholders – Lunch	Adelaide	426
13-10-2010	Meet with oyster industry members – Lunch	Port Lincoln	197
23-11-2010	Meet with Fisheries Research and Development Corporation board members – catering	Canberra	154
<b>Total</b>			<b>777</b>

**ATTACHMENT C**

<b>Department –Planned Official Hospitality</b>			
<b>Proposed Date of Event</b>	<b>Purpose</b>	<b>Location</b>	<b>Estimated Costs \$</b>
13-02-2012	Dinner – International delegation	Canberra	2760
14-02-2012	Dinner – Australian Animal Welfare Advisory Committee	Melbourne	1380
17-02-2012	Lunch - Dairy Food Safety Victoria meeting	Canberra	35
21-22-02-2012	Catering – Industry Legislation Working Group Meeting	Canberra	265
28-02-2012	Dinner – Filling the Research Gap: Expert Advisory Panel	Canberra	962
6-03-2012	Breakfast – discussion with young scientist award recipients	Canberra	600
6-03-2012	Dinner - Officials from China	Melbourne	480
9-03-2012	Lunch – Chief Economist Meeting	Canberra	250
21-03-2012	Lunch – Cotton 4 Group	Canberra	800
1-04-2012	Epidemiology and disease monitoring team – foot and mouth disease study group	Canada	300
15-04-2012	Meals/sightseeing activities – Australia China Agricultural Cooperation Agreement (ACACA) delegation studying grassland protection and animal husbandry	Various	9700
20-25-05-2012	Dinner – World Organisation for Animal Health General Session	France, Paris	750
16-05-2012	Catering for Horse Industry Consultative Committee Meeting	Canberra	500
13-06-2012	Catering for Torrens Island Stakeholder Group annual meeting	TBA	500
6-06-2012	Dinner – Australian Animal Welfare Advisory Committee	Melbourne	1380
10-10-2012	Dinner – Australian Animal Welfare Strategy 6th National Workshop	Sydney or Melbourne	11 500
11-10-2012	Dinner – Australian Animal Welfare Strategy 6th National Workshop	Sydney or Melbourne	11 500
	<b>Total</b>		<b>43 662</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 157**

**Division/Agency:** Finance and Business Support Division

**Topic:** Grants

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Has the Department complied with interim requirements relating to the publication of discretionary grants?

**Answer:**

1. Yes.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 161**

**Division/Agency:** Finance and Business Support Division

**Topic: Consultancies**

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. How many consultancies were undertaken in 2007-08, 2008-09 and 2009-10?
2. How many consultancies were undertaken in 2010-11? 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.
3. Were there any changes to any of the portfolio's tenders in 2010-11? Detail any changes
4. How many consultancies have been undertaken or are underway this FYTD? 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.
5. Does each department and agency stand by its current tenders on the Austenders website? Have any changes or corrections been made for any tenders advertised on to Government Tenders website ([www.tenders.gov.au](http://www.tenders.gov.au)) for tenders advertised this financial year? Explain. Are up to date with reporting requirements?
6. 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.

**Answer:**

1. The table below identifies the number of consultancy contracts with a value greater than \$10,000 entered into by the Department of Agriculture, Fisheries and Forestry (DAFF) in the years requested.

<b>Financial Year</b>	<b>Number of Consultancy Contracts with a Value Greater than \$10 000 Let in the Financial Year</b>
2007-08	239
2008-09	192
2009-10	162

2. During 2010-11, DAFF entered into 157 new consultancy contracts with a value greater than \$10 000. **Attachment A** to this question provides a list of these contracts with the details requested.
3. There were no significant changes to any of the tenders released by DAFF or portfolio agencies in 2010-11.



**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 161 (continued)

4. During 2011–12 (to 31 January 2012), DAFF has entered into 46 new consultancy contracts with a value greater than \$10 000. **Attachment B** to this question provides a list of these contracts with the details requested.
5. DAFF and each agency confirm the details of tenders published on the AusTender website in this financial year (up to 31 January 2012). No significant changes have been made to tenders released by the department or portfolio agencies in 2011–12 (up to 31 January 2012).

DAFF and each agency confirm that they are up to date with their contract reporting requirements.

6. DAFF's consultancy requirements are considered as part of annual planning processes for each division. In addition, the need for a consultancy contract can change throughout the year. Over the financial years between 2007–08 and 2010–11 inclusive DAFF has seen a reduction in the number of consultancies it has entered into. DAFF does not expect a significant increase in the number of consultancies for financial year 2011–12, nor for the calendar year 2012.

DAFF publishes business opportunities in its Annual Procurement Plan where an open or select tender is planned. As at 31 January 2012, no consultancy contracts were published on DAFF's Annual Procurement Plan for the remaining part of the 2011–12 financial year.

A list of consultancies planned for the second half of calendar year 2012 would not be published in the current Annual Procurement Plan as it covers financial year 2011–12. In addition, the department's consultancy requirements for this period would be subject to the outcomes of the Budget and DAFF's planning processes for the 2012–13 financial year.

**ATTACHMENT A TO QUESTION ON NOTICE 161**

**CONSULTANCY CONTRACTS WITH A VALUE OF \$10,000 OR MORE LET IN 2010-11  
BY THE DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY**

<b>CONSULTANT NAME</b>	<b>DESCRIPTION</b>	<b>START DATE</b>	<b>END DATE</b>	<b>CONTRACT VALUE INCL. GST</b>	<b>SELECTION PROCESS</b>
ACIL Tasman Pty Ltd	Market Access in the Grain Ministerial Taskforce reform work plan	29/09/2010	30/06/2011	\$70 835.00	Open
Acttech Pty Ltd	IT support and development	17/01/2011	1/04/2011	\$33 000.00	Direct
Acttech Pty Ltd	IT support and development	21/03/2011	30/06/2011	\$55 000.00	Direct
Analytics Group Pty Ltd	Review of in-house database	13/12/2010	25/01/2011	\$50 652.80	Open
Andrew Schofield and Associates	Verification and review of the Animal Quarantine and Export Operations Branch work instructions	21/09/2010	17/12/2010	\$63 360.00	Select
Anthony John Forman	Provide expert assessment on laboratory technical aspects of the Indonesia Veterinary Laboratory Capacity Building (IVLSP)	4/11/2010	17/12/2010	\$26 400.00	Open
Austrace	Investigation of misconduct allegations	1/01/2011	30/07/2011	\$26 514.00	Direct
Australia 21 Limited	Discussion paper to provide an in-depth review of ecosystem services	9/05/2011	29/08/2011	\$79 000.00	Direct
Australia 21 Limited	Facilitate workshop to review the ecosystem services discussion paper	16/06/2011	31/01/2012	\$35 000.00	Direct
Australian Bureau of Statistics	Contribution to two scoping studies	30/09/2010	30/06/2011	\$104 500.00	Direct
Australian Livestock Exporters Council Limited	Technical Services for the Communications and Engagement Project under the Live Animal Export Ministerial Taskforce reform workplan	6/08/2010	30/06/2011	\$40 013.60	Direct
Australian Livestock Exporters Council Limited	Technical services for the Market Access Project under the Live Animal Export Ministerial Taskforce reform workplan	6/08/2010	30/06/2011	\$65 283.90	Direct

Australian Livestock Exporters Council Limited	Technical services for the Market Access Project under the Live Animal Export Ministerial Taskforce reform workplan	30/03/2011	30/06/2011	\$69 000.00	Select
Australian Livestock Exporters Council Limited	Review of Maritime Law	2/05/2011	30/06/2011	\$79 999.00	Select
Australian National University	ANU project on 'Australia and the EU: A study on changing trade and business relationship'	14/04/2009	13/04/2012	\$33 000.00	Direct
Australian Valuation Office	Provision of assets valuation.	22/03/2011	30/06/2011	\$23 650.00	Select
Australian Veterinary Association Limited	Review of cattle slaughter restraint boxes	14/06/2011	30/06/2011	\$22 300.00	Direct
BDA Economics & Environment Pty Ltd	Facilitation of workshops	20/04/2011	30/06/2011	\$28 644.00	Select
Bellewarra Investments Pty Limited	Audit Committee Services	15/08/2010	15/08/2013	\$72 600.00	Direct
Biotext	Develop Export Fresh Produce Manual	1/06/2011	30/06/2011	\$79 000.00	Select
BRI Australia Pty Ltd	Market Access in the Grain Ministerial Taskforce reform workplan	30/03/2011	30/06/2011	\$72 600.00	Select
Bull and Bear Special Assignments Pty Ltd	Change management advice	1/07/2010	31/12/2010	\$40 000.00	Open
Centre for Public Management Pty Ltd	Review of Australian Public Service employment actions	4/01/2011	29/04/2011	\$17 000.00	Open
Centre for Public Management Pty Ltd	Review of Australian Public Service employment actions	4/01/2011	29/04/2011	\$17 000.00	Select
Clayton Uz	Review of Australian Public Service employment actions	22/12/2010	22/03/2011	\$11 000.00	Open
Clayton Uz	Evaluation of the policies, procedures and resourcing of the integrity Unit	26/05/2011	30/06/2011	\$18 000.00	Select

Clear Horizon Consulting Pty Ltd	Facilitation services for the monitoring and evaluation framework for Australia and Indonesia partnership for emerging diseases - Animal Health Program 2010-14	3/05/2011	30/06/2011	\$18 150.00	Direct
Clear Horizon Pty Ltd	Provide expert assessment on how the Indonesia veterinary laboratory capacity building (IVLSP) meets monitoring and evaluation requirements	4/11/2010	1/12/2010	\$22 000.00	Select
Colmar Brunton Pty Limited	Development implementation and evaluation of a communications survey	28/10/2010	28/02/2011	\$17 000.00	Select
Colmar Brunton Pty Limited	Conducting qualitative research with staff	22/06/2011	22/07/2011	\$48 000.00	Select
Commonwealth Scientific and Industrial Research Organisation	Review the live importation of honeybees	14/03/2011	29/04/2011	\$16 500.00	Select
Commonwealth Scientific and Industrial Research Organisation	Engage CSIRO AAHL Fish Diseases Laboratory staff to arrange a special session on aquatic animal disease emergency response, for the First Australasian Scientific Conference on Aquatic Animal Health	15/02/2011	15/08/2011	\$27 500.00	Direct
Compuware Asia-Pacific Pty Ltd	Preparation for the proof of concept for an audit management solution as part of the Export Certification Reform Package	5/08/2010	30/06/2011	\$38 610.00	Direct
Cordelta Pty Ltd	Provide business analysis services for the technology enhancement project for the Live Animal Export Ministerial Taskforce	19/07/2010	30/06/2011	\$77 080.00	Open
Cox Inall Communications	National food plan issue paper - stakeholder engagement	15/06/2011	30/09/2011	\$159 526.46	Direct
Crawford School of Economics and Government	Draft Consultation Regulation Impact Statement; Proposed Australian Biofouling Management Requirements - Peer-	15/06/2011	30/06/2011	\$52 488.00	Direct

	review				
CRC for For forestry	Research Tasmanian forest industry	14/03/2011	29/07/2011	\$51 238.00	Direct
Dairy Australia Limited	Assessment of the Audit Management System	1/04/2011	30/06/2011	\$45 000.00	Select
Dairy Australia Limited	Strategic Plan - Export Dairy Inspection and certification system	2/06/2011	30/06/2011	\$22 000.00	Select
David Nigel Harris	Review of European Union high quality beef quota	23/05/2011	5/08/2011	\$35 750.00	Select
Deborah May Pty Ltd	Management training and development	1/07/2010	31/03/2011	\$36 080.00	Direct
Deborah May Pty Ltd	Management training and development	11/03/2011	30/06/2011	\$22 330.00	Select
Department of Employment Economic Development and Innovation	Development of training courses for Fungal Smuts	1/02/2011	31/05/2011	\$38 500.00	Direct
Department of Employment Economic Development and Innovation	Development of Interstate Certification Assurance Protocols	1/01/2011	30/06/2011	\$44 809.60	Direct
Department of Primary Industries and Resources	Development of new Trade and Market Access Database	25/03/2011	30/06/2011	\$78 000.00	Select
Dialog Information Technology	Provision of temporary staff	11/03/2011	2/06/2011	\$79 255.00	Open
Dominic Downie & Associates	Review of work classifications of regional communications officers	1/12/2010	15/01/2011	\$15 640.00	Select
Dr Alan Christopher Hayward	Review of Risk assessment for Erwinia amylovora	5/04/2011	30/06/2011	\$18 000.00	Select
Dr Roger Graham Shivas	Training services	1/10/2010	30/11/2010	\$10 312.50	Direct
Eclipse E5	Information Communications and Technology (ICT) Cost Allocation reporting	1/07/2010	30/11/2010	\$16 940.00	Open
Ernst & Young	Review arrangements for industry training associated with the Australian Quarantine and Inspection Service	6/09/2010	30/07/2011	\$93 912.00	Direct
Ernst & Young	Financial audit of projects funded by the Tasmanian Community Forest Agreement Industry Development Program	5/10/2010	7/03/2011	\$82 500.00	Direct

Ernst and Young	Business analyst services	6/12/2010	15/12/2010	\$53 032.00	Open
Ernst and Young	Provision of Consultancy Services - Benefits Realisation for the Export Certification Reform Package	23/12/2010	30/06/2011	\$242 000.00	Select
EWK International Pty Ltd	Provision of expert advice	16/08/2010	30/10/2010	\$76 500.00	Direct
Executive Intelligence	Executive search services	17/05/2011	1/10/2011	\$27 500.00	Select
FinPa New Media Pty Ltd	Export Certification Reform Program	3/05/2011	31/05/2011	\$26 240.00	Open
Fire and Rescue Australia Training Pty Ltd	Provision of training services	1/03/2011	31/07/2011	\$10 340.00	Select
Geoplex	Prepare a report that identifies a method to make data sets and products more discoverable	10/06/2011	30/06/2011	\$21 450.00	Select
GHD Pty Ltd	Conceptual development of a performance measurement and reporting framework for the rural research and development system	27/07/2010	30/09/2010	\$55 000.00	Select
GP McMullen	Provision of project services for Exceptional Circumstances Relief Payment (ECRP) workplan	17/06/2011	30/06/2011	\$10 650.00	Select
Graeme O'Neill Consulting Pty Ltd	Review applications for third party assessor approval and assess premises reports	24/09/2010	24/09/2012	\$50 000.00	Direct
Grosvenor Management Consulting Pty Ltd	Community Networks and Capacity Building (CNCB) program	6/06/2011	30/06/2011	\$79 200.00	Open
Ian Ferguson	Provision of input into risk matrix development of forest industry resource dynamics	22/10/2010	30/06/2011	\$17 500.00	Direct
Instinct and Reason	Provision of market research	20/06/2011	30/09/2011	\$110 000.00	Direct
Instinct and Reason	Market research into awareness, understanding and behaviour to biosecurity	6/05/2011	30/06/2011	\$139 920.00	Select
Ionize Pty Ltd	Provision of Independent security assessment	1/06/2011	30/06/2011	\$43 106.25	Select
James Cook University	Report on food consumption trends in	10/06/2011	30/12/2011	\$70 000.00	Direct

	China				
John Roland Auborne Thorp	National Weeds Management Facilitation	3/11/2010	30/06/2011	\$213 000.00	Select
Kalang Consultancy Services Limited	Reformat of the Code of Practice for the Management of Queensland Fruit Fly	1/09/2010	31/10/2010	\$26 400.00	Direct
Kalang Consultancy Services Pty Limited	Operating Procedures for Queensland Fruit Fly and Mediterranean Fruit Fly	15/02/2011	15/04/2011	\$26 400.00	Direct
Kalang Consultancy Services Pty Limited	Biosecurity Risk Return Project Phase 2 - quantifying the likelihood and impacts of key plant pest and disease threats	10/01/2011	31/03/2011	\$52 800.00	Direct
Kalang Consultancy Services Pty Limited	Biosecurity Risk Return Project Phase 2 (extended) - quantifying the likelihood and impacts of key plant pest and disease threats	1/04/2011	30/06/2011	\$36 000.00	Direct
Kalang Consultancy Services Pty Ltd	Biosecurity Risk Return Project Phase 1 - Identification of key plant biosecurity risks	25/08/2010	30/09/2010	\$26 400.00	Direct
Kathryn Maree Conway	Development of a national online network	15/03/2011	31/01/2012	\$67 518.00	Direct
Ken Erwood & Associates Pty Ltd	Procurement advice and services for the communication services panel tender	1/07/2010	28/02/2011	\$77 206.00	Select
Kenneth Matthews	Assessment of the Biosecurity Continuum	24/02/2011	30/06/2011	\$78 000.00	Direct
Kondinin Information Service Pty Ltd	Toolkit for the Rural Financial Counselling Service Program	12/08/2010	17/09/2010	\$41 297.50	Direct
KPR Family Trust	Provision of training services	10/02/2011	31/03/2011	\$15 400.00	Direct
Laurence Alfred Mound	Provision of input to Advanced Thrips Diagnostics	29/11/2010	1/05/2011	\$22 000.00	Direct
Livingstones	Investigation of misconduct allegations	1/10/2010	1/05/2011	\$20 000.00	Select
Magi Solutions	Software services	10/06/2011	30/06/2011	\$50 000.00	Select
Margaret Ann Williams	Provide plant health technical support	10/05/2011	30/06/2011	\$22 000.00	Direct

M'Gee Denis Paul	Review of the Plants and Plants products export conditions (PHYTO) database and provide recommendations for future purpose use and maintenance	1/11/2010	30/11/2010	\$13 200.00	Open
MINTRAC	Develop online training sessions	17/06/2011	30/06/2011	\$14 600.00	Select
Morris Walker Pty Ltd	Organisation and delivery of the Climate Change research program progress meeting	1/07/2010	30/09/2010	\$110 000.00	Direct
Murdoch University	Development of the Australian Animal Welfare Standards and Guidelines for Livestock	30/03/2011	30/06/2011	\$75 606.53	Select
Museum Victoria	Development of seed identification and diagnostic information	1/06/2011	30/06/2011	\$79 000.00	Select
Museums Board of Victoria	Manual Validation and Image parameter processes Pests and Diseases Image Library	1/09/2010	30/06/2011	\$77 000.00	Direct
Museums Board of Victoria	Develop Input Guidelines for Field Information Imagery for Pests and Diseases Image Library	13/09/2010	30/06/2011	\$60 500.00	Direct
Museums Board of Victoria	Development of operating framework for exchange of specimens for input into Pests and Diseases Image Library	13/09/2010	30/06/2011	\$38 500.00	Direct
Museums Board of Victoria	Development process for integration of datasheets developed in the format approved by Plant Health Committee into Pests and Diseases Image Library	13/09/2010	30/06/2011	\$55 000.00	Direct
Myoora Investments Pty Ltd	Tasmanian Forest Contractors Exit Assistance Advisory Panel	17/12/2010	21/12/2010	\$12 234.68	Direct
National Meat Industry Training Advisory Council Limited	Software development	4/04/2011	30/06/2011	\$37 400.00	Select
Norfolk Island Administration	Facilitation of setup of Remote Microscope Facilities on Norfolk Island	3/06/2011	30/06/2011	\$11 000.00	Direct



Northern Territory of Australia	Providing support, assessment and training as part of East Timor Laboratory project	5/05/2011	5/05/2012	\$50 000.00	Direct
Occupational Health & Safety Services Pty Ltd	Identify and implement appropriate systems to minimise risk of Hendra Virus Infection	19/07/2010	30/09/2010	\$23 650.00	Select
Paul Gerard Vanderhaar	Code of Conduct investigation	1/02/2011	31/03/2011	\$13 989.80	Direct
Pestat Pty Ltd	Implement the Australian Pest Animal Strategy	4/12/2010	30/06/2011	\$133 089.00	Open
Peter J Frecklington	Review & Develop Animal Health Committee Reporting Templates	23/05/2011	30/06/2011	\$25 000.00	Direct
Peter J Frecklington	Develop Biosecurity Surveillance Incident Response and Tracing project (BioSIRT) Wildlife Templates	17/06/2011	30/06/2011	\$22 000.00	Direct
Peter William Gallagher	Provision of trade & marketing training services	1/11/2010	3/12/2010	\$10 900.00	Direct
Plant Health Australia Limited	Monitor and report progress on the honey bee industry and pollination continuity strategy	26/05/2011	17/06/2011	\$75 000.00	Open
PricewaterhouseCoopers	Business analyst services	6/12/2010	28/02/2011	\$187 068.20	Open
PricewaterhouseCoopers	Analysis of Exceptional Circumstances Relief Payments	1/04/2011	30/06/2011	\$214 494.28	Select
PriceWaterhouseCoopers	Analysis of Exceptional Circumstances Relief Payments	28/03/2011	30/06/2011	\$79 950.00	Direct
PricewaterhouseCoopers	Biosecurity Risk Return Project Phase 1 - provision of a consolidated profile of the biosecurity risk scenarios and control programs; and an agreed workplan for phase two of the project	22/07/2010	31/10/2010	\$88 000.00	Open
PricewaterhouseCoopers	Biosecurity Risk Return Project Phase 2 - Quantification and analysis of the risk likelihood, impact and control effectiveness	17/12/2010	30/06/2011	\$463 500.00	Open
PricewaterhouseCoopers	Business analyst services	2/05/2011	31/10/2011	\$400 000.00	Open
PricewaterhouseCoopers	Regulation Impact Statement	17/05/2011	9/12/2011	\$387 682.00	Open

PricewaterhouseCoopers	Assist with the development of procedures criteria and forms for the management of customer credit	19/07/2010	30/09/2010	\$23 650.00	Open
PricewaterhouseCoopers	Investigation of misconduct allegations	1/02/2011	1/08/2011	\$20 000.00	Direct
Professional Public Relations Pty Ltd	Provision of public relation services	15/02/2011	1/03/2011	\$39 040.00	Select
Professional Public Relations Pty Ltd	Provision of public relation services	2/05/2011	31/12/2011	\$45 000.00	Select
Quality Management Solutions Pty	Investigation of misconduct allegations	17/08/201	17/11/2010	\$20 000.00	Select
Quarantine and Inspection Resources Pty Ltd	Scoping study on the current operational requirements of the Malaysian Quarantine & Inspection Services (MAQIS) in Malaysia	21/01/2011	30/06/2011	\$42 350.00	Select
Robert Eldridge	Advanced Diagnostic Development in Termites	19/02/2011	30/06/2011	\$22 000.00	Direct
Roger Noel Rose	Preparation of a Council of Australian Governments consultation regulation impact statement providing policy options for a single national framework to improve the efficiency and effectiveness of the regulation of agricultural and veterinary chemicals	27/08/2010	30/09/2010	\$26 400.00	Select
Roger Noel Rose	Framework for regulation of agricultural and veterinary chemicals	8/03/2011	30/06/2011	\$68 560.00	Open
Roger Noel Rose	Develop policy options for improving the effectiveness and efficiency of the registration and assessment of agricultural and veterinary chemicals	1/07/2010	3/09/2010	\$52 800.00	Open
Ron Storey Pty Ltd	Market Access in the Grain Ministerial Taskforce reform work plan	29/09/2010	30/06/2011	\$50 820.00	Open
Saltbush Consulting	Review the department's protective security policy framework and produce a new draft framework consistent with the WoG policy	6/06/2011	30/06/2011	\$39 600.00	Open

Seafood Services Australia Ltd	Technical Project Planning Services	28/02/2011	30/06/2011	\$77 000.00	Select
Seafood Services Australia Ltd	Software development	31/05/2011	30/06/2011	\$20 000.00	Select
Seafood Services Australia Ltd	Development of training material	25/03/2011	30/06/2011	\$55 000.00	Select
Sefton & Associates Pty Ltd	Climate change initiative information sessions	18/04/2011	30/06/2012	\$1 405 000.00	Direct
Shellack Pty Ltd	To document the basis of allocation decisions by the Commission for the Conservation of Southern Bluefin Tuna from 1983 to 2006 including in the negotiations prior to its establishment	23/05/2011	13/07/2011	\$15 000.00	Direct
SHL Australia Pty Ltd	Provision of training services	7/04/2011	28/06/2011	\$20 112.03	Direct
SHL Australia Pty Ltd	Provide feedback services	7/10/2010	31/05/2011	\$435 000.00	Open
Spatial Vision Innovations Pty Ltd	Provision of Biosecurity Surveillance Incident Response and Tracing (BioSIRT) Application Hosting Support and Development Services	3/09/2010	2/09/2013	\$450 000.00	Open
Squiz Australia	MICOR implementation	1/06/2011	31/12/2011	\$815 063.26	Direct
Sweeney Research PTY LTD	Provision of market research	10/06/2011	30/09/2011	\$97 790.00	Select
Tank Pty Ltd	Provision of Branding and Visual Project	7/04/2011	30/06/2011	\$77 627.00	Direct
Tanner James Management Consultants Pty Ltd	Project planning services	17/11/2010	24/12/2010	\$17 600.00	Select
The Animal Health Service Unit Trust	Animal Health Surveillance	10/02/2011	30/06/2011	\$45 000.00	Select
The Animal Health Service Unit Trust	Undertake Avian Influenza surveillance	31/03/2011	15/06/2011	\$26 772.44	Direct
The Trustee Edwards Family Trust	Facilitation services - One Health Project	2/08/2010	30/06/2011	\$51 250.00	Open
The Trustee for Boman Trust	Audit and Stratsec Risk Management Plan for inhouse Database	4/01/2011	19/01/2011	\$14 960.00	Direct
The Trustee for Christopher and Deborah Auricht Trust	Update the National Weeds Surveillance Mapping portal	10/02/2011	25/02/2011	\$13 200.00	Open
The Trustee for Earlybird Family Trust	Facilitation services for the Government and Poultry Industry Biosecurity Forum	21/03/2011	30/06/2011	\$20 097.00	Select

The Trustee for Livingstones Australia Unit Trust	Consultant for Code of Conduct Investigation North East Region	18/10/2010	30/06/2011	\$20 000.00	Open
The Trustee for Storey Family Trust	Market Access in the Grain Ministerial Taskforce reform work plan	25/02/2011	30/06/2011	\$56 071.40	Select
The Trustee for Storey Family Trust	Market Access in the Grain Ministerial Taskforce reform work plan	25/02/2011	30/06/2011	\$73 398.60	Select
The Trustee for the Colquhoun Consulting Trust	Market Access in the Seafood Ministerial Taskforce reform work plan	25/03/2011	30/06/2011	\$69 669.00	Select
The Trustee for the Inayatullah Milojevic Investment Trust	Facilitating training for the foresight and scanning workshop	1/10/2010	28/02/2011	\$59 250.00	Open
The Trustee for the Inayatullah Milojevic Investment Trust	Providing advice for training services	1/10/2010	28/02/2011	\$59 250.00	Direct
The Trustee for the Inayatullah Milojevic Investment Trust	Development and delivery of the foresight and scanning workshops	17/02/2011	31/03/2011	\$15 000.00	Direct
The Trustee for the Murphy Ogden Trust	Provision of temporary staff	1/10/2010	1/12/2010	\$27 500.00	Direct
The Trustee for the Van Meegan Family Trust	Venue hire	7/10/2010	31/05/2011	\$13 000.00	Direct
The Trustee for Thinkplace Unit Trust	Provision of training services	28/02/2011	10/05/2011	\$14 000.00	Select
The University of Wollongong	Develop a Framework for Model Fisheries Legislation in South East Asia	1/07/2010	15/10/2010	\$55 000.00	Direct
Umbers Rural Services Pty Limited	Provision of pest-specific contingency plans	5/05/2011	30/06/2011	\$30 000.00	Direct
University of Sydney	Market research of poultry exhibitors	28/04/2011	30/11/2011	\$36 286.80	Select
UoM Commercial Limited	Develop and deliver a Carbon Farming Initiative training program for Regional Landcare Facilitators, state based Caring for our Country Officers	27/06/2011	30/06/2012	\$365 200.00	Direct

VRS Pty Ltd	Development of the Australian Animal Welfare Standards and Guidelines for Livestock	30/03/2011	30/06/2011	\$30 963.68	Select
Western Australia Agriculture Authority	Development of the Australian Animal Welfare Standards and Guidelines for Livestock	30/03/2011	30/06/2011	\$18 376.60	Select
Wise Investigations	Investigation of misconduct allegations	6/07/2011	30/08/2011	\$25 000.00	Direct
<b>Total Value of all Consultancy Contracts</b>				<b>\$12 040 355.91</b>	

**ATTACHMENT B TO QUESTION ON NOTICE 161**

**CONSULTANCY CONTRACTS WITH A VALUE OF \$10,000 OR MORE LET IN 2011-12  
(TO 31 JANUARY 2012) BY THE DEPARTMENT OF AGRICULTURE, FISHERIES AND  
FORESTRY**

<b>CONSULTANT NAME</b>	<b>DESCRIPTION</b>	<b>START DATE</b>	<b>END DATE</b>	<b>CONTRACT VALUE INCL. GST</b>	<b>SELECTION PROCESS</b>
Accenture	Biosecurity 2nd Pass Business Case Solution Planning	31/10/2011	31/12/2011	\$79 000.00	Direct
Alan Piper Consulting	Independent Review of Progress with Future Post Entry Quarantine Arrangements	27/10/2011	31/01/2012	\$32 037.50	Direct
Aquitaine Consulting Pty Ltd	Provision of Independent Assurer for Biosecurity Reform and Second Pass Business Case	1/09/2011	31/01/2012	\$418 000.00	Open
Arche Consulting Pty Ltd	Review of the Animal Biosecurity Response Reform project	3/10/2011	31/10/2011	\$24 475.00	Direct
Australian Continuous Improvement Group Pty Ltd	Evaluation of a grant funded research program	17/10/2011	20/12/2011	\$45 700.00	Direct
Australian Oilseeds Federation Inc	Provision of risk analysis for re-establishment of access of Canola to China	15/08/2011	30/09/2011	\$22 000.00	Direct
Broadleaf Capital International Pty Ltd	Provision of DAFF Gateway Liability Risk Assessment	21/09/2011	30/03/2012	\$58 080.00	Direct
Commonwealth Scientific and Industrial Research Organisation	Develop and conduct training services for cotton production systems in Africa	21/10/2011	30/06/2012	\$198 600.00	Direct
Cox Inall Communications Pty Limited	Development of media strategy and stakeholder review	30/09/2011	11/11/2011	\$25 641.81	Direct
CSASP Pty Ltd	Development of guide and reference for input of damage and field symptoms images into Pest and Disease Image Library (PaDIL)	13/12/2011	31/05/2012	\$66 000.00	Direct
David Williams	Specialist independent expert advice for the implementation of provisions of the Tasmanian	19/09/2011	31/12/2011	\$25 000.00	Direct

	Forests Intergovernmental Agreement				
Deloitte Touche Tohmatsu	Provision of internal audits	12/09/2011	18/11/2011	\$92,000.00	Open
Department of Employment Economic Development And Innovation	Development and delivery of specialist training services	14/01/2012	30/06/2012	\$38 500.00	Direct
Dialog Pty Ltd	Provision of scoping study for the development of a reporting model for the National Residue Survey information management system	1/09/2011	31/10/2011	\$79 843.50	Open
Dr Robin Vandegraaff	Provision of advice on animal welfare	1/07/2011	31/08/2011	\$70 162.14	Direct
Executive Intelligence Group Pty Ltd	Provision of recruitment management services	1/09/2011	31/01/2012	\$40 000.00	Direct
Freebody Cogent Pty Ltd	Provision of financial management advice	26/09/2011	4/11/2011	\$19 950.00	Direct
Grains Industry Market Access Forum Limited	Provision of research project for exports of grains - pest and disease status	17/08/2011	31/12/2011	\$60 500.00	Direct
Hydros Consulting Pty Ltd	Provision of financial analysis for cattle producers as a result of the temporary suspension of live cattle exports to Indonesia	15/07/2011	25/07/2011	\$50 000.00	Direct
Iconic Holding Pty Ltd	Review and recommend a best practice solution for the management of the complete publishing process for the production of publications for print and internet	24/11/2011	24/01/2012	\$11 000.00	Direct
Instinct & Reason Pty Ltd	Report on existing outreach and extension services in Australian farming and land management communities	15/11/2011	15/02/2012	\$115 500.00	Direct
Institute for Rural Futures	Provision of report assessing community vulnerability changes in employment in carbon intensive industries	1/08/2011	30/09/2011	\$16 000.00	Direct
Kalang Consultancy Services Pty Limited	Provision of risk analysis for plant exports	8/08/2011	27/01/2012	\$66 000.00	Direct
KPMG	Provision of audit services	1/09/2011	15/10/2011	\$22 000.00	Direct

Matthews Pegg Consulting Pty Ltd	Provide advice options available to the Commonwealth to support regional governments and industry to maintain supply and distribution of essential foods to the community in times of crisis	3/01/2012	30/03/2012	\$27 400.00	Direct
McMillian Staff Development Pty Ltd	Develop Biosecurity training framework for plant assessment.	11/10/2011	31/12/2012	\$550 000.00	Open
Monash University	Specialist independent expert advice for the Basin Plan modelling to investigate the economic impact of the draft Basin Plan on irrigated agriculture in the Murray-Darling Basin	1/08/2011	30/09/2011	\$40 000.00	Direct
O & K Hoffmann Pty Ltd	Specialist independent expert advice for the implementation of provisions of the Tasmanian Forests Intergovernmental Agreement	19/09/2011	31/12/2011	\$25 000.00	Direct
Oakton Services Pty Ltd	Review of Special Appropriations	15/12/2011	31/01/2012	\$29 458.00	Direct
P2E Pty Ltd	Review Audit Management System	11/07/2011	29/07/2011	\$26 969.69	Direct
Paul Ferrar	Provision of strategic review of Pest and Disease Image Library (PaDIL)	26/09/2011	15/12/2011	\$20 000.00	Direct
PricewaterhouseCoopers	Provision of financial management advice	19/09/2011	31/10/2011	\$19 495.00	Direct
PricewaterhouseCoopers	Provision of Regulation Impact Statement (RIS) for the Biosecurity reform implementation plan	15/09/2011	21/11/2011	\$79 900.00	Open
PriceWaterhouse Coopers	Analysis of tax concessions to primary producers	19/08/2011	23/09/2011	\$79 990.00	Open
PriceWaterhouse Coopers	Regulation Impact Statement (RIS) to introduce regulations to manage establishment risk by non-indigenous marine species from biofouling	27/07/2011	31/05/2012	\$189 400.00	Open
Pricewaterhouse Coopers	Provision of risk analysis for plant exports	15/08/2011	31/01/2012	\$360 000.00	Open
Pulse Australia	Provision of risk assessment review of industry practises in identifying gazetted weed	8/08/2011	30/06/2012	\$55 000.00	Direct



	seeds				
Rural Industries Research and Development Corporation	Provision of literature review of post-border weed management	17/10/2011	19/02/2012	\$135 000.00	Direct
Shiftwork Solutions Pty Ltd	Roster and Shift Review for Regional Biosecurity Services	1/12/2011	30/06/2012	\$470 085.00	Direct
SK Young & Associates Pty Ltd	Development of Incident Systems Management Training	22/09/2011	31/12/2011	\$14 850.00	Direct
The Animal Health Service Unit Trust	The Australian review of Info Lab-Plus	5/12/2011	31/01/2012	\$16 500.00	Direct
The Animal Health Service Unit Trust	Conduct a study to provide information on the structure and stock movement patterns within the Australian pig industry	10/11/2011	15/06/2012	\$60 000.00	Direct
The Trustee for Schofield Family Trust	Provision of Independent verification audits of live animal import and post-entry animal quarantine instructional material and to assess compliance, identify gaps and advise on corrective actions	30/01/2012	30/04/2012	\$60 192.00	Direct
Tim James Harding	Regulation Impact Statement for Assessment, Registration and Control of Use of Agricultural and Veterinary chemicals	1/07/2011	30/11/2011	\$47 685.00	Direct
UniQuest Pty Limited	Run computer simulations using Risk and Sustainable Management Group (RSMG) programme to investigate the economic impact of the draft Basin Plan on irrigated agriculture in the Murray-Darling Basin	5/07/2011	18/07/2011	\$51 700.00	Direct
University of New England	Refining community vulnerability across the Murray-Darling Basin	1/08/2011	30/09/2011	\$13 200.00	Direct
<b>Total Value of all Consultancy Contracts</b>				<b>\$4 047 814.64</b>	

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 164

**Division/Agency:** Finance and Business Support Division

**Topic:** Contractors

**Proof Hansard page:** Written

**Senator COLBECK asked:**

Since May 2011:

1. Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details.
2. Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details.
3. Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details.
4. Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details.
5. Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details.
6. Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details.
7. Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details.
8. Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details.
9. Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.

**Answer:**

- 1-9. Since May 2011, neither the department nor any portfolio agency has contracted, or is considering contracting, any of the suppliers named in this question.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 165

**Division/Agency:** Finance and Business Support Division

**Topic:** Grants

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants for the year 2010-11? Please provide details of the recipients, the intended use of the grants and what locations have benefited from the grants.
2. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants FYTD? Please provide details of the recipients, the intended use of the grants and what locations have benefited from the grants.
3. Has the Department complied with interim requirements relating to the publication of discretionary grants?

**Answer:**

1. A list of all grants, including ad hoc and one-off grants, since 1 January 2009 is available on the Department of Agriculture, Fisheries and Forestry's website at [www.daff.gov.au/about/obligations/grants-reporting-requirements](http://www.daff.gov.au/about/obligations/grants-reporting-requirements). The published information includes the name of the recipient, purpose of the grant and the locations that will benefit from the grant.
2. The list published on the department's website includes all grants for the financial year to date.
3. Please see the response to question 157 Finance and Business Support Division Additional Estimates February 2012.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 167

**Division/Agency:** Finance and Business Support Division

**Topic:** Government Payments of Accounts

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. For the year 2010-11, did 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)? If not, why not, and 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.)
  - a) For accounts not paid within 30 days, was 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?
  - b) Where interest is being paid, what rate of interest is being paid and how is this rate determined?
2. For the FYTD, 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)? If not, why not, and 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.)
  - a) 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?
  - b) Where interest is being paid, what rate of interest is being paid and how is this rate determined?

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry (DAFF) has made payments to contractors/consultants in the 2010–11 financial year as per the first table. Reasons for delay in payments include: invoice disputes, incorrect invoices, invalid ABNs and missing supplier information.

The majority of DAFF agencies are governed under the Commonwealth Authorities and Companies Act (1997) and as such each agency has its own financial management policy. Payments are made in accordance with those policies which closely align with the 30 day payment policy. Reasons for delay in payments include: invoice disputes, incorrect invoices, invalid ABNs and missing supplier information.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 167 (continued)**

<b>DAFF</b>	<b>2010-11</b>
30 days	95.37%
31-44 days	2.62%
45-60 days	0.64%
60+ days	1.36%

**Agencies 2010-11**

AFMA	30 days	82%
	31-44 days	10%
	45-60 days	4%
	60+ days	4%
APVMA	30 days	78%
	31-44 days	9%
	45-60 days	8%
	60+ days	5%
CDRC	30 Days	100%
FRDC	30 Days	100%
GRDC	30 Days	100%
GWRDC	30 Days	N/A
WEA	30 Days	100%
Wine Australia	30 Days	100%
SRDC	30 Days	100%
RIRDC	30 Days	100%

- a) No interest has been paid on overdue amounts for the last financial year.  
b) No interest has been paid.
2. The Department has made payments to contractors/consultants in the current financial year (to 31 January 2012) as per the first table. Reasons for delay in payments include: invoice disputes, incorrect invoices, invalid ABNs and missing supplier information.

The majority of DAFF agencies are governed under the Commonwealth Authorities and Companies Act (1997) and as such each agency has its own financial management policy. Payments are made in accordance with those policies which closely align with the 30 day payment policy. Reasons for delay in payments include: invoice disputes, incorrect invoices, invalid ABNs and missing supplier information.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 167** (continued)

<b>DAFF</b>	<b>2012 YTD</b>
30 days	86.50%
31–44 days	7.60%
45–60 days	2.43%
60+ days	3.48%

**Agencies FYTD (to 31 January 2012)**

AFMA	30 days	82%
	31-44 days	11%
	45-60 days	4%
	60+ days	3%
APVMA	30 days	72%
	31–44 days	12%
	45–60 days	10%
	60+ days	6%
CDRC	30 Days	100%
FRDC	30 Days	100%
GRDC	30 Days	100%
GWRDC	30 Days	100%
WEA	30 Days	100%
Wine Australia	30 Days	100%
SRDC	30 Days	100%
RIRDC	30 Days	100%

- a) No interest has been paid on overdue amounts for this financial year.
- b) No interest has been paid.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 169**

**Division/Agency:** Finance and Business Support Division

**Topic:** Media Subscriptions

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Does your department or agencies within your portfolio subscribe to pay TV (for example Foxtel)?
  - a) If yes, please provide the reason why, the cost and what channels.
  - b) What was the cost for 2010-11?
  - c) What is the estimated cost for 2011-12?
2. Does your department or agencies within your portfolio subscribe to newspapers?
  - a) If yes, please provide the reason why, the cost and what newspapers.
  - b) What was the cost for 2010-11?
  - c) What is the estimated cost for 2011-12?
3. Does your department or agencies within your portfolio subscribe to magazines?
  - a) If yes, please provide the reason why, the cost and what magazines.
  - b) What was the cost for 2010-11?
  - c) What is the estimated cost for 2011-12?

**Answer:**

1. The Department of Agriculture, Fisheries and Forestry (DAFF) and some agencies within the portfolio subscribe to pay television. Refer to **Attachments A** and **B** for the information requested.
2. DAFF and some agencies within the portfolio subscribe to newspapers. Refer to **Attachments A** and **B** for the information requested.
3. DAFF and some agencies within the portfolio subscribe to magazines. Refer to **Attachments A** and **B** for the information requested.

**Rural and Regional Affairs and Transport Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
 Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Attachment A**

**Question: 169 (continued)**

	Pay TV		Newspapers		Magazines	
	2010–11 expenditure	2011–12 estimated expenditure	2010–11 expenditure	2011–12 estimated expenditure	2010–11 expenditure	2011–12 estimated expenditure
Department of Agriculture, Fisheries and Forestry	\$23 972.34	\$24 000.00	\$97 321.48	\$60 000.00	\$293 661.22	\$280 000.00
Australian Fisheries and Management Authority	\$660.00	\$440.00	\$1940.00	\$1940.00	\$1185.00	\$722.00
Australian Pesticides and Veterinary Medicines Authority	N/A	N/A	\$3582.00	\$3773.00	\$1000.00	\$653.00
Cotton Research and Development Corporation	N/A	N/A	\$1507.60	\$1577.00	\$40.00	\$40.00
Fisheries Research and Development Corporation	N/A	N/A	N/A	N/A	\$2661.00	\$2000.00
Grains Research and Development Corporation	N/A	N/A	\$2834.00	\$2890.00	\$21 633.00	\$9011.00
Grape and Wine Research and Development Corporation	N/A	N/A	\$2607.00	\$3394.58	\$423.21	\$353.91
Rural Industries Research and Development Corporation	N/A	N/A	\$2030.60	\$2030.60	N/A	N/A
Sugar Research and Development Corporation	N/A	N/A	\$187.20	\$187.20	N/A	N/A
Wheat Exports Australia	\$603.00	\$33.00	\$1649.00	\$1649.00	\$1259.00	\$267.00
Wine Australia Corporation	N/A	N/A	\$1572.00	\$1572.00	\$11 482.00	\$12 286.00



**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

**Attachment B**

**Department of Agriculture, Fisheries and Forestry**

<b>Newspaper</b>	<b>Reason for subscription</b>
Age, The	Access to current news and information
Australian Financial Review	Access to current news and information
Australian, The	Access to current news and information
Canberra Times, The	Access to current news and information
Countryman	Access to current news and information
Daily Telegraph, The	Access to current news and information
Land, The	Access to current news and information
Mackay Daily Mercury	Access to current news and information
News Mail	Access to current news and information
Port Lincoln Times	Access to current news and information
Poultry Digest	Access to current news and information
Queensland country life	Access to current news and information
Stock and land	Access to current news and information
Stock journal	Access to current news and information
Sydney morning herald	Access to current news and information
The Advertiser (Adelaide)	Access to current news and information
The West Australian (Perth)	Access to current news and information
Weekly times	Access to current news and information

<b>TV Station</b>	<b>Reason for subscription</b>
Foxtel World news	World news and events
Foxtel Bloomberg	World news and events
Foxtel CNBC	World news and events
Foxtel CNN	World news and events
Foxtel Fox News	World news and events
Foxtel SkyNews	World news and events
Parliamentary TV	To access Question Time, Senate Estimates and other Parliamentary activities.

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
Agra Europe (incorporating AgraFood East Europe Weekly, AgraFood Europe, European Potato Markets Monthly, Livestock & Meat Monthly, Potato Markets Weekly, Rural Europe, and World Poultry Meat)	Business related information / professional development
Agricultural and forest entomology	Business related information / professional development
Agricultural economics (International Assoc. of Agricultural Economists)	Business related information / professional development
American bee journal	Business related information / professional development
American Economic Association membership (7 titles)	Business related information / professional development
American journal of agricultural economics	Business related information / professional development
American journal of veterinary research	Business related information / professional development
American statistician	Business related information / professional development
Animal production science (Continues: Australian journal of experimental agriculture)	Business related information / professional development
Annual review of environment and resources	Business related information / professional development
Apidologie	Business related information / professional development
Applied economic perspectives and policy (Continues: Review of agricultural economics; comes with: American Journal of Agricultural Economics)	Business related information / professional development
Aquaculture	Business related information / professional development
Aquaculture asia	Business related information / professional development
Aquaculture North America	Business related information / professional development
Asia Pacific consensus forecasts	Business related information / professional development
Asian timber	Business related information / professional development
Ausmarine	Business related information / professional

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
	development
Austasia aquaculture	Business related information / professional development
Australasian beekeeper	Business related information / professional development
Australasian journal of environmental management	Business related information / professional development
Australasian plant pathology	Business related information / professional development
Australian & New Zealand grapegrower and winemaker	Business related information / professional development
Australian and New Zealand Wine industry directory	Business related information / professional development
Australian cottongrower	Business related information / professional development
Australian economic papers	Business related information / professional development
Australian economic review	Business related information / professional development
Australian entomologist	Business related information / professional development
Australian farm journal	Business related information / professional development
Australian forest grower	Business related information / professional development
Australian forestry	Business related information / professional development
Australian horticulture	Business related information / professional development
Australian journal of agricultural and resource economics	Business related information / professional development
Australian journal of entomology (Continues: Journal of the Australian Entomological Society)	Business related information / professional development
Australian journal of public administration (online)	Business related information / professional development
Australian maritime digest	Business related information / professional development
Australian Seafood Industry Directory	Business related information / professional development
Australian stud book	Business related information / professional development
Australian sugar yearbook	Business related information / professional

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
	development
Australian veterinary journal	Business related information / professional development
Australian Wool Statistics Yearbook	Business related information / professional development
Avian diseases	Business related information / professional development
Avian Pathology	Business related information / professional development
Biometrika	Business related information / professional development
Bulletin of entomological research	Business related information / professional development
Bulletin of the European Association of Fish Pathologists	Business related information / professional development
Business review weekly: BRW	Business related information / professional development
Callum Downs commodity news - Grain report	Business related information / professional development
CAP monitor	Business related information / professional development
China agriculture yearbook	Business related information / professional development
China statistical yearbook	Business related information / professional development
Choice	Business related information / professional development
Cotton outlook	Business related information / professional development
Crop and pasture science	Business related information / professional development
Cruising helmsman	Business related information / professional development
Dairy markets : global news and analysis (Continues: Milk products & includes merged Preserved Milk )	Business related information / professional development
Descriptions of fungi and bacteria (IMI)	Business related information / professional development
Diseases of aquatic organisms	Business related information / professional development
Distribution maps of plant diseases (IMI)	Business related information / professional development
Distribution maps of plant pests (IMI)	Business related information / professional

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
	development
Ecohealth	Business related information / professional development
Ecological economics	Business related information / professional development
Economic papers : a journal of applied economics and policy	Business related information / professional development
Economic record	Business related information / professional development
Economist	Business related information / professional development
Energy economics	Business related information / professional development
Energy policy	Business related information / professional development
EnviroInfo Premium (was Land and water news)	Business related information / professional development
Epidemiology and infection	Business related information / professional development
EPPO/OEPP bulletin	Business related information / professional development
Equine veterinary journal	Business related information / professional development
European economic review	Business related information / professional development
European review of agricultural economics	Business related information / professional development
Farm policy journal	Business related information / professional development
Farm weekly (incorporating Elders Weekly)	Business related information / professional development
Farming Ahead (incl. Farming Ahead with the Kondonin Group)	Business related information / professional development
Fiber Organon	Business related information / professional development
Fish farmer	Business related information / professional development
Fish pathology = Gyobyu kenkyu	Business related information / professional development
Fishing news international	Business related information / professional development
FO Lichts international sugar & sweetener report	Business related information / professional development

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
Food Australia : Official journal of CAFTA and AIFST	Business related information / professional development
Food policy	Business related information / professional development
Foodlegal bulletin	Business related information / professional development
Fruitnet package (3 titles: Americafruit, Asiafruit, Eurofruit)	Business related information / professional development
Good Fruit & Vegetables (3 yr package paid 2011)	Business related information / professional development
Grapegrowers & vigneron (merger of Australian vigneron; National grapegrowers)	Business related information / professional development
Green markets	Business related information / professional development
Harvard business review	Business related information / professional development
HR Leader	Business related information / professional development
HR Monthly	Business related information / professional development
International financial statistics	Business related information / professional development
International meat market review	Business related information / professional development
IVS annual	Business related information / professional development
IVS annual (CD)	Business related information / professional development
IWTO Market Information (was Wool Market Information)	Business related information / professional development
Japan statistical yearbook = Nihon tokei nenkan	Business related information / professional development
Journal of agricultural economics	Business related information / professional development
Journal of aquatic animal health	Business related information / professional development
Journal of econometrics	Business related information / professional development
Journal of economic entomology	Business related information / professional development
Journal of environmental economics and	Business related information / professional

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
management	development
Journal of fish diseases	Business related information / professional development
Journal of infectious diseases	Business related information / professional development
Journal of international economics	Business related information / professional development
Journal of policy modeling	Business related information / professional development
Journal of political economy	Business related information / professional development
Journal of shellfish research	Business related information / professional development
Journal of stored products research	Business related information / professional development
Journal of swine health & production	Business related information / professional development
Journal of the American Statistical Association (Continues: Quarterly publications of the American Statistical Association)	Business related information / professional development
Journal of the American Veterinary Medical Association	Business related information / professional development
Journal of veterinary diagnostic investigation	Business related information / professional development
Journal of wildlife diseases	Business related information / professional development
Journal of zoo and wildlife medicine	Business related information / professional development
Lancet, The	Business related information / professional development
Land economics (Continues: Journal of land & public utility economics)	Business related information / professional development
Lloyd List DNC	Business related information / professional development
Marine policy	Business related information / professional development
Marine resource economics	Business related information / professional development
Meat & Poultry (Continues: Meat processing)	Business related information / professional development
Mims Australia	Business related information / professional development

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
Natural resources journal	Business related information / professional development
Nature (online)	Business related information / professional development
New scientist	Business related information / professional development
New Zealand journal of forestry	Business related information / professional development
New Zealand veterinary journal	Business related information / professional development
OFI journal: official publication of Ornamental Fish International	Business related information / professional development
OIE bulletin	Business related information / professional development
Oil world weekly	Business related information / professional development
Pesticide & chemical policy (Continues: Pesticide & toxic chemical news)	Business related information / professional development
Phytopathology	Business related information / professional development
Plant disease	Business related information / professional development
Preventive veterinary medicine	Business related information / professional development
Profarmer Grain (was Profarmer)	Business related information / professional development
Queensland Seafood	Business related information / professional development
Revue scientifique et technique = Scientific and technical review	Business related information / professional development
Risk analysis	Business related information / professional development
Science (Online)	Business related information / professional development
Shipping Australia	Business related information / professional development
Strategy and Business	Business related information / professional development
Transboundary and emerging diseases (Continues: Journal of veterinary medicine. Series A)	Business related information / professional development
Twist : the international magazine for luxury fabrics, yarns and fibres (formerly	Business related information / professional development



**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
Wool record)	
Vaccine	Business related information / professional development
Vector borne and zoonotic diseases	Business related information / professional development
Veterinary immunology and immunopathology	Business related information / professional development
Veterinary journal (Continues: British veterinary journal)	Business related information / professional development
Veterinary microbiology	Business related information / professional development
Veterinary record	Business related information / professional development
Walkley magazine	Business related information / professional development
Wine & viticulture journal (continues: Australian & New Zealand wine industry journal; Australian viticulture )	Business related information / professional development
Wood resource quarterly	Business related information / professional development
Zoonoses and public health	Business related information / professional development

**Australian Fisheries and Management Authority**

<b>Newspaper</b>	<b>Reason for subscription</b>
Australian, The	Keeping abreast of issues
Australian Financial Review	Keeping abreast of issues
Canberra Times, The	Keeping abreast of issues
NT News	Keeping abreast of issues

<b>Pay TV channel</b>	<b>Reason for subscription</b>
Transact TV-Biz	To access Question Time, Senate Estimates and other Parliamentary activities.
<b>Magazine</b>	<b>Reason for subscription</b>
Fishing News International	Keeping abreast of international fisheries issues

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 169** (continued)

**Australian Pesticides and Veterinary Medicines Authority**

<b>Newspaper</b>	<b>Reason for subscription</b>
Canberra Times, The	Provide staff access to current information
Australian, The	Provide access to national news
Australian Financial Review	Provide access to national news
Land, The	Provide access to agricultural news
Weekly Times, The	Provide access to agricultural news

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
Choice	Studies on chemical products – consumer perspective
Organic Gardener	Studies and reports on pesticides
Economist	Global reports on pesticides

**Cotton Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
The Courier (Narrabri Local)	Local & North-West NSW media
The Land	Industry Related Media
The Sydney Morning Herald	National & International Media
The Financial Review	Financial Media

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
The Australian Cottongrower	Cotton Industry Magazine which includes CRDC information

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 169** (continued)

**Fisheries Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
N/A	

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
Ausmarine, Fishing and Seafood	Industry information

**Grains Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
Canberra Times	Information and Professional Development
The Economist	Information and Professional Development
Australian Financial Review	Information and Professional Development
Farm Week	Information and Professional Development
Queensland Country Life	Information and Professional Development
Stock Journal	Information and Professional Development
The Land	Information and Professional Development
Weekly Times	Information and Professional Development
Australian Farm Journal	Information and Professional Development
Acres Australia 2010	Information and Professional Development
Disc Seeding in Zero-Till farming	Ceased subscription in 2011–12
Changing Land Management	Ceased subscription in 2011–12
Harvard Business Review	Ceased subscription in 2011–12
Agriculture Group Features	Ceased subscription in 2011–12
Functional Foods Weekly	Ceased subscription in 2011–12
Australian Seed Foundation	Ceased subscription in 2011–12

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
ProFarmer	Professional Development
Lexus News Select Online	Professional Development
Agrow World Crop	Professional Development
O H & S Bulletin	Professional Development

**Question: 169** (continued)

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

---

<b>Magazine</b>	<b>Reason for subscription</b>
APC	Professional Development
Lot Feeding	Professional Development
Who's Who	Professional Development
New Scientist	Professional Development

**Grape and Wine Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
Adelaide Advertiser	Wine & Grape related stories reflecting trends in the broader economy
Financial Review	Wine & Grape related stories reflecting trends in the broader economy
	Wine & Grape related stories reflecting trends in the broader economy
	Wine & Grape related stories reflecting trends in the broader economy
The Australian	Wine & Grape related stories reflecting trends in the broader economy
Herald Sun	Wine & Grape related stories reflecting trends in the broader economy
Sunday Telegraph	Wine & Grape related stories reflecting trends in the broader economy
Stock Journal	Specific agricultural and viticultural news affecting grape growers and wine produces
The Weekly Times	Wine and Grape related stories reflecting trends in the broader community

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
Australian & New Zealand Wine Industry Journal	Wine industry and grape grower specific
Australian and New Zealand Grapegrower and Winemaker	Wine industry and grape grower specific
WBM (Wine Business Magazine)	Wine industry and grape grower specific
Wine & Viticultural Journal	Wine industry and grape grower specific

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 169** (continued)

**Rural Industries Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
Canberra times	Provide information on rural and political issues
Australian	Provide information on rural and political issues
Australian financial review	Provide information on rural and political issues
The Land	Provide information on rural and political issues
Weekly Times	Provide information on rural and political issues

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
N/A	

**Sugar Research and Development Corporation**

<b>Newspaper</b>	<b>Reason for subscription</b>
Queensland Country Life	Update on other regional agricultural issues

<b>Pay TV channel</b>	<b>Reason for subscription</b>
N/A	

<b>Magazine</b>	<b>Reason for subscription</b>
N/A	

**Wheat Export Authority**

<b>Newspaper</b>	<b>Reason for subscription</b>
Canberra Times	Agricultural/Regional News
The Land	Agricultural/Regional News
Financial Review	Agricultural Financial News
Weekly Times	Agricultural/Regional News
The Australian	Agricultural/Regional News

<b>Pay TV channel</b>	<b>Reason for subscription</b>
TransACT	View Senate Estimates

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

<b>Magazine</b>	<b>Reason for subscription</b>
The Economist	Agricultural financial news
Australian Farm Journal	Agricultural/Regional News
Stock Journal	Agricultural/Regional News
Australian Grain	Agricultural/Regional News
Harvard Business Review	Agricultural/Regional News

**Wine Australia**

<b>Newspaper</b>	<b>Reason for subscription</b>
The Australian	Awareness of public comment on wine related issues and to facilitate informed comment where appropriate
Financial Review	As above
The Advertiser (Adelaide)	As above

<b>Pay TV channel</b>	<b>Reason for subscription</b>
-----------------------	--------------------------------

N/A

**Magazines – reason for subscription**

Wine Australia is the Statutory Marketing Authority for the Australian Wine Industry. It has a responsibility to monitor the presentation of the Wine Australia brand in the global market place and to counter adverse or improper representations. The Corporation funds visits to Australia of prominent wine writers, presenters and buyers to ensure that they have an opportunity to interact with and experience the Australian wine brand. The Corporation therefore needs to be aware of how the Wine Australia brand is being presented in the market place.

<b>Magazines</b>
------------------

Annual Media Guide  
Association Quebecoise De Annual Fee  
Aust & NZ Wine Journal  
Australian Journal of Agricultural & Resource  
Economics  
Dan Berger Newsletter  
Decante  
Drinks Business / Spirits Business - UK  
Drinks Ontario membership  
Food & Wine  
Fullers Communication  
Gourmet Traveller  
Gourmet & Wine

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 169 (continued)

**Magazines**

Grapegrower & Winemaker  
Harpers Wine & Spirit Trades Review  
ISWR Drinks Record  
James Halliday Wine Companion  
James Suckling enews  
Meiningers Wine Business  
My Table Magazine  
Off License News - UK  
Off License News - UK  
Restaurant Wine - USA On Trade Publication  
Robert Parker - enews  
Sarah Quarto Magazine - UK  
Sommelier Journal  
Stephen Tanzer wine online  
The Economist  
The Keys Report  
Vinotheque  
WANDS  
Wilsons Drink Report  
Winetitles  
Wine Align  
Wine & Spirit Trades  
Wine & Spirits  
Wine Communicator  
Wine Enthusiast  
Wine Spectator  
Wine Handbook - USA  
Wine & Vintners  
Wines & Vines - USA  
Wine Business International  
Wine Business Monthly  
Wine Advocate  
Zagat

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 171**

**Division/Agency:** Finance and Business Support Division

**Topic:** Legal Costs

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. What sum did each portfolio department and agency spend on legal services for the year 2010-11 within the department and agency? Please provide a list of each service and costs.
2. What sum did each portfolio department and agency spend on legal services for the year 2010-11 from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did each portfolio department and agency spend on legal services for the year 2010-11 from private firms? Please provide a list of each service and costs.
4. What sum did each portfolio department and agency spend on legal services for the year 2010-11 from other sources? Please provide a list of each service and costs.
5. What sum did each portfolio department and agency spend on legal services FYTD within the department and agency? Please provide a list of each service and costs.
6. What sum did each portfolio department and agency spend on legal services FYTD from the Australian Government Solicitor? Please provide a list of each service and costs.
7. What sum did each portfolio department and agency spend on legal services FYTD from private firms? Please provide a list of each service and costs.
8. What sum did each portfolio department and agency spend on legal services FYTD from other sources? Please provide a list of each service and costs.

**Answer:**

**Attachment A** to this question provides the information requested for the Department of Agriculture, Fisheries and Forestry and each agency.



**ATTACHMENT A—QUESTION: 171 ADDITIONAL ESTIMATES FEBRUARY 2012**

**Section 1 – Legal Services Expenditure by Each Portfolio Agency**

<b>Agency</b>	<b>Legal Services Expenditure 2010–11</b>	<b>Legal Services Expenditure 201–11— Australian Government Solicitor</b>	<b>Legal Services Expenditure 2010–11— Private Firms</b>	<b>Legal Services Expenditure 2010–11— Other Sources*</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Australian Government Solicitor</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Private Firms</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Other Sources*</b>
Department of Agriculture, Fisheries and Forestry	\$4 023 425	\$778 304	\$3 245 121	\$0	\$2 220 082	\$1 818 630	\$401 452	\$0
Australian Fisheries Management Authority	\$448 277	\$13 982	\$0	\$434 385	\$379 684	\$82 462	\$14 625	\$282 597
Australian Pesticides and Veterinary Medicines Authority	\$1 119 165	\$4071	\$311 514	\$803 580	\$575 523	\$3927	\$152 858	\$418 738
Cotton Research and Development Corporation	\$20 949	\$0	\$20 949	\$0	\$350	\$0	\$350	\$0
Fisheries Research and Development Corporation	\$96 421	\$0	\$83 542	\$12 879	\$42 847	\$0	\$41 256	\$1591
Grains Research and Development Corporation	\$96 070	\$0	\$96 070	\$0	\$63 276	\$0	\$63 276	\$0
Grape and Wine Research and Development Corporation	\$19 105	\$0	\$17 504	\$1601	\$7303	\$0	\$7303	\$0
Rural Industries Research and Development Corporation	\$39 919	\$0	\$34 850	\$5069	\$30 707	\$0	\$28 570	\$2137
Sugar Research and Development Corporation	\$383	\$0	\$383	\$0	\$2060	\$0	\$2060	\$0

**ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012**

**Section 1 – Legal Services Expenditure by Each Portfolio Agency**

<b>Agency</b>	<b>Legal Services Expenditure 2010–11</b>	<b>Legal Services Expenditure 201–11— Australian Government Solicitor</b>	<b>Legal Services Expenditure 2010–11— Private Firms</b>	<b>Legal Services Expenditure 2010–11— Other Sources*</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Australian Government Solicitor</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Private Firms</b>	<b>Legal Services Expenditure 2011–12 (to 31 January 2012)— Other Sources*</b>
Wheat Exports Australia	\$138 823	\$119 911	\$18 912	\$0	\$32 151	\$32 151	\$0	\$0
Wine Australia Corporation (GST exclusive)	\$55 402	\$0	\$55 402	\$0	\$37 590	\$0	\$37 590	\$0

\* Includes internal legal resources, reimbursement of legal fees to other corporations or to the Department of Agriculture, Fisheries and Forestry and briefings to counsel outside private firm arrangements.

<b>Section 2 – Lists of Legal Services Provided in 2010-11</b>			
<b>Agency</b>	<b>AGS / Private Firms / Other sources</b>	<b>Service</b>	<b>Costs</b>
Department of Agriculture, Fisheries and Forestry	Australian Government Solicitor	Professional fees relating to advice, disputes and commercial matters. Detailed descriptions of the matters AGS worked on during this period are not readily available, however, for 2011-12, when the AGS took over as the corporate legal unit arrangement, greater detail is available (see below).	\$727 413.31
		Briefs to Counsel and Disbursements	\$50 890.99
	Private firms	Professional Fees – the department’s corporate legal unit was serviced by a private firm for the majority of 2010-11 and other legal services were sought from members of a legal panel established by the Department of Broadband, Communications and the Digital Economy.	\$3 175 260.66

**ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012**

		Briefs to Counsel and Disbursements	\$36 191.47
Australian Fisheries Management Authority	AGS	Litigation	\$13 892
	Other	Internal legal resources	\$374 533.70
		Briefs to counsel	\$59 851.27
Australian Pesticides and Veterinary Medicines Authority	AGS	Professional fees relating to advice, disputes and commercial matters.	\$4 071.00
	Private firm	Professional fees relating to advice, disputes and commercial matters.	\$311 514.00
	Other	Internal legal resources	\$799 950.00
		Reimbursement to another agency for legal services	\$3630.00
Cotton Research and Development Corporation	Private firm	General advice on intellectual property and research agreement	\$15 812.00
		Standardised research agreement	\$5137.00
Fisheries Research and Development Corporation	Private firm	Advice on agreements, funding deeds, board advice	\$62 120.67
		Pierd Act advice, personnel and workplace relations advice	\$20 980.00
		Representation letter audit fee	\$440.88
	Other sources	Reimbursement to another agency for legal services	\$12 879.00
Grains Research and Development Corporation	Private firm	Commercial legal advice	\$96 070.00
Grape and Wine Research and Development Corporation	Private firm	Advice re research investment project agreement	\$1858.50
		Advice re enterprise agreement	\$2723.40
		Advice re enterprise agreement	\$12 172.59
		Advice re enterprise agreement	\$750.00
	Other source	Reimbursement to another agency for legal services	\$1 600.74
Rural Industries Research and Development Corporation	Private firms	Contractual and intellectual property advice	\$28 575.00
		Employment law advice	\$5722.73
		Legal representation correspondence	\$552.00

**ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012**

Sugar Research and Development Corporation	Private firm	Leasing arrangements	\$383.00
Wheat Exports Australia	AGS	Varied legal advice	\$119 911.00
	Private firms	Accreditation of exporters	\$5309.00
		Audit of exporters	\$13 603.00
Wine Australia Corporation	Private firm	Contract advice and services	\$3115.00
		Advice on intellectual property issues with trade mark registration	\$5238.00
		General advice on trademark registration and visa issues	\$966.00
		Trademark lodgement and administration	18 418.00
		Property lease extension	\$795.00
		PAYE Tax and business registration advice	\$7099.00
		Staff visa advice	\$1179.00
		Wrongful dismissal advice	\$18 592.00

**Section 3 – Lists of Legal Services Provided in 2011–12 (to 31 January 2012)**

Agency	AGS / Private Firms / Other sources	Service	Costs
Department of Agriculture Fisheries and Forestry	Australian Government Solicitor	Protection of information dispute	\$8070.15
		Environment dispute	\$3993.00
		Other admin law action	\$34 979.00
		Tax, customs & other rev dispute	\$37 147.80
		Enforcement statute & civil regulation	\$528.00
		Other commercial dispute	\$16 952.00
		Debt recovery action	\$21 041.50
		Employment & workplace relations dispute not workers comp	\$40 277.00
		Other torts dispute	\$5 907.00
		Criminal law dispute	\$1835.00
		Constitutional advice	\$89 442.00
		Indigenous legal issues – advice	\$3696.00

ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012

Section 3 – Lists of Legal Services Provided in 2011–12 (to 31 January 2012)

Agency	AGS / Private Firms / Other sources	Service	Costs
		Machinery of government advice	\$3498.00
		International law advice	\$2020.00
		Communications advice	\$594.00
		Protection of info advice	\$114 663.45
		Environment advice	\$31 500.25
		Other admin law advice	\$26 364.50
		Tax, Customs & other revenue advice	\$3597.00
		Civil regulation advice	\$145 516.00
		Financial law advice	\$10 329.00
		Debt recovery advice	\$5575.50
		Employment & workplace relations advice	\$475 170.00
		Workers' compensation advice	\$6897.00
		Tort advice	\$20 685.36
		Criminal law advice	\$7095.00
		Statutory interpretation - other	\$177 035.00
		Legislation/policy development	\$120 881.00
		Legislative drafting	\$17 490.00
		Procurement of goods - other	\$6501.00
		Consultancy agreements	\$30 265.50
		Other services	\$23 110.00
		Information technology	\$37 736.00
		Internet related matters	\$495.00
		Intellectual property	\$9324.00
		Building & construction contracts	\$6006.00
		Disposals & acquisitions of property	\$4620.00
		Leases/licences/land use agreements	\$63 359.50
		Property advice other	\$3063.00
		Grants & funding agreements	\$68 353.00
		Intergovernmental agreements	\$5346.00
		Insurance/indemnities/guarantees	\$3564.00
		Confidentiality and protection of information	\$1 122.00
		Other agreements	\$39 853.00
		Probity	\$13 167.00

**ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012**

**Section 3 – Lists of Legal Services Provided in 2011–12 (to 31 January 2012)**

<b>Agency</b>	<b>AGS / Private Firms / Other sources</b>	<b>Service</b>	<b>Costs</b>
	Private Firms	Professional fees relating to advice, disputes, commercial matters, briefs to counsel and disbursements	\$401 451.69
Australian Fisheries Management Authority	AGS	Litigation and legal advice	\$82 462.00
	Private firm	Legal advice	\$14 624.60
	Other	Internal legal resources	\$269 583.66
Briefs to counsel		\$13 013.64	
Australian Pesticides and Veterinary Medicines Authority	AGS	Professional fees relating to advice, disputes and commercial matters.	\$3927
	Private firms	Professional fees relating to advice, disputes and commercial matters.	\$152 858
	Other	Internal legal resources	\$418 738.00
Cotton Research Development Corporation	Private firm	General advice on an agreement	\$350.00
Fisheries Research and Development Corporation	Private firm	Advice on agreements, funding deeds, board advice	\$32 305.10
		Insurance advice, advice on agreements, regulatory matters	\$8548.50
		Representation letter audit fee	\$402.40
	Other sources	Reimbursement to another agency for legal services	\$1591.00
Grains Research and Development Corporation	Private firm	Commercial legal advice	\$63 276.00
Grape and Wine Research and Development Corporation	Private firm	Advice re staffing matter	\$7303.00
Rural Industries Research and Development Corporation	Private firm	Contractual and intellectual property advice	\$28 570.00
Sugar Research and Development Corporation	Private firm	Review of staff contract	\$893.00
		Reviewing CAC Act and Pierd Act relating to work health and	\$617.00

**ATTACHMENT A— QUESTION: 171 (continued) ADDITIONAL ESTIMATES FEBRUARY 2012**

**Section 3 – Lists of Legal Services Provided in 2011–12 (to 31 January 2012)**

Agency	AGS / Private Firms / Other sources	Service	Costs
		safety for Directors duties	
		Review research agreement	\$550.00
Wheat Exports Australia	AGS	Varied legal advice	\$32 151
Wine Australia Corporation	Private firm	Contract advice and services	\$7591.00.00
		Advice on intellectual property issues with trade mark registration	\$1927.00
		Trademark lodgement and administration	\$17 293.00
		Termination of award and redundancy advice	\$10 779.00

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 175**

**Division/Agency:** Finance and Business Support Division

**Topic:** Paid Parental Leave For Staff

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. Please list how many staff in each portfolio department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme?
2. For the year 2010-11 list which portfolio department and agencies are providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff are in receipt of these payments.
3. For the FYTD list which portfolio department and agencies are providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff are in receipt of these payments.

**Answer:**

1. The Department does not keep records of all employees currently eligible to receive payments under the government's Paid Parental Leave scheme. Eligibility is assessed once employees apply for payments and their records are reviewed.
2. For the year 2010 – 11 the department and portfolio agencies listed below provided payments under the governments Paid Parental Leave scheme:

Department of Agriculture, Fisheries and Forestry	4 employees
Sugar Research and Development Corporation	1 employee
Rural Industries Research and Development Corporation	1 employee
Australian Pesticides and Veterinary Medicines Authority	3 employees



**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 175 (continued)

3. For the period 1 July 2011 to 31 January 2012 the department and portfolio agencies listed below have provided payments under the governments Paid Parental Leave scheme:

Department of Agriculture, Fisheries and Forestry	37 employees
Australian Fisheries Management Authority	4 employees
Sugar Research and Development Corporation	1 employee
Wine Australia Corporation	1 employee
Wheat Exports Australia	1 employee
Australian Pesticides and Veterinary Medicines Authority	3 employees

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 177**

**Division/Agency:** Finance and Business Support Division

**Topic:** Corporate Cars

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. How many cars are owned by each department and agency in your portfolio?
2. Where is the car/s located?
3. What is the car/s used for?
4. What is the cost of each car for 2010-11?
5. How far did each car travel in 2010-11?

**Answer:**

1-5. As at 31 January 2012 the Department of Agriculture Fisheries and Forestry owned 1 car. The table below provides the additional information requested.

<b>Car</b>	<b>Location</b>	<b>Use</b>	<b>Cost of car in 2010-11</b>	<b>Distance travelled in 2010-11</b>
1	Christmas Island	General operational use, including compliance activities, general administration and transport of personnel and minor freight.	\$5299	9908 km

As at 31 January 2012 the Australian Fisheries Management Authority owned 3 cars. The table below provides the additional information requested.

<b>Car</b>	<b>Location</b>	<b>Use</b>	<b>Cost of car in 2010-11</b>	<b>Distance travelled in 2010-11</b>
1	Thursday Island	General operational use including compliance activities, attending meetings and minor freight.	\$3646	1950 km
2	Thursday Island		\$6709	5700 km
3	Canberra		\$5579	5490 km

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 177 (continued)**

As at 31 January 2012 the Cotton Research Development Corporation owned 3 cars. The table below provides the additional information requested.

<b>Car</b>	<b>Location</b>	<b>Use</b>	<b>Cost of car in 2010-11</b>	<b>Distance travelled in 2010-11</b>
1	Narrabri	Travel relating to research project management purposes, general administration and transport.	\$21 320.00	30 916 km
2	Narrabri		\$18 328.00	25 000 km
3	Narrabri		\$15 241.00	24 723 km

The following agencies do not own cars as at 31 January 2012:

- Australian Pesticides and Veterinary Management Authority
- Fisheries Research and Development Corporation
- Grains Research and Development Corporation
- Grape and Wine Research and Development Corporation
- Rural Industries Research and Development Corporation
- Sugar Research and Development Corporation
- Wheat Exports Australia
- Wine Australia Corporation.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 178**

**Division/Agency:** Finance and Business Support Division

**Topic:** Taxi Costs

**Proof Hansard page:** Written

**Senator COLBECK asked:**

How much did each department/agency spend on taxis in 2007-08, 2008-09, 2009-10 and 2010-11? Provide a breakdown of each business group in each department/agency.

**Answer:**

The table below sets out the Department of Agriculture, Fisheries and Forestry expenditure on taxis for the requested financial years.

<b>Division / Group</b>	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Biosecurity Services Group	\$487 961	\$506 790	\$455 687	\$668 016
Australian Bureau of Agricultural and Resource Economics and Sciences	\$82 777	\$57 527	\$36 595	\$41 665
Corporate Services Division (including Corporate Finance)	\$43 407	\$44 709	\$50 411	\$56 141
Sustainable Resource Management	\$40 637	\$52 808	\$39 372	\$46 354
Climate Change	\$62 817	\$31 019	\$17 956	\$21 456
Agricultural Productivity	\$24 999	\$24 660	\$31 909	\$32 622
Corporate Policy	\$51 720	\$33 148	\$20 422	\$24 737
Trade and Market Access	\$23 032	\$29 914	\$29 306	\$27 337
Executive	\$1889	\$2522	\$3932	\$1912
<b>TOTAL</b>	<b>\$819 239</b>	<b>\$783 097</b>	<b>\$685 590</b>	<b>\$920 240</b>

The table below sets out the Australian Fisheries Management Authority expenditure on taxis for the requested financial years.

**Rural and Regional Affairs and Transport Committee**

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 178 (continued)

Division / Business Group	Expenditure on Taxis			
	2007-08	2008-09	2009-10	2010-11
Executive	\$1689	\$1274	\$1822	\$980
Fisheries Management	\$47 654	\$45 219	\$46 178	\$49 390
Operations	\$32 762	\$29 933	\$28 946	\$29 905
Corporate Services	\$17 576	\$14 167	\$9429	\$10 729
Projects	\$8449	\$5878	\$0	\$0
<b>TOTAL</b>	<b>\$108 130</b>	<b>\$96 471</b>	<b>\$86 375</b>	<b>\$91 004</b>

The table below sets out the Australian Pesticides and Veterinary Medicines Authority expenditure on taxis for the requested financial years.

Division / Business Group	Expenditure on Taxis			
	2007-08	2008-09	2009-10	2010-11
<b>TOTAL</b>	<b>\$22 111</b>	<b>\$24 233</b>	<b>\$25 951</b>	<b>\$26 659</b>

The table below sets out the Cotton Research and Development Corporation expenditure on taxis for the requested financial years.

	Expenditure on Taxis			
	2007-08	2008-09	2009-10	2010-11
<b>TOTAL</b>	<b>\$5000*</b>	<b>\$5000*</b>	<b>\$5000*</b>	<b>\$4878</b>

\* These amounts are approximations as the corporation does not track taxi costs separately in its accounts. For 2010-11 a review of travel expenditure documentation was conducted to determine the amount provided.

The Fisheries Research and Development Corporation estimates its expenditure on taxis for the requested financial years is approximately \$12 000. The corporation does not track taxi costs separately in its accounts.

The Grains Research and Development Corporation does not track taxi expenditure separately in its accounts and subsequently is unable to provide this information.

The table below sets out the Grape and Wine Research and Development Corporation expenditure on taxis for the requested financial years.

**Rural and Regional Affairs and Transport Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
 Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question: 178** (continued)

	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>TOTAL</b>	<b>\$0</b>	<b>\$3534</b>	<b>\$4887</b>	<b>\$3370</b>

The table below sets out the Rural Industries Research and Development Corporation expenditure on taxis for the requested financial years.

	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>TOTAL</b>	<b>\$8818</b>	<b>\$14 260</b>	<b>\$9042</b>	<b>\$10 878</b>

The table below sets out the Sugar Research and Development Corporation expenditure on taxis for the requested financial years.

<b>Division / Business Group</b>	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Director	\$7500	\$7800	\$7350	\$10 050
Staff	\$4800	\$4800	\$4200	\$5400
Project	\$0	\$0	\$0	\$400
<b>TOTAL</b>	<b>\$12 300</b>	<b>\$12 600</b>	<b>\$11 550</b>	<b>\$15 850</b>

The table below sets out the Wheat Exports Australia expenditure on taxis for the requested financial years.

	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>TOTAL</b>	<b>\$3581</b>	<b>\$20 547</b>	<b>\$8588</b>	<b>\$5934</b>

The table below sets out the Wine Australia Corporation expenditure on taxis for the requested financial years.

	<b>Expenditure on Taxis</b>			
	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>TOTAL</b>	<b>\$17 051</b>	<b>\$19 232</b>	<b>\$20 606</b>	<b>\$28 111</b>

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question: 179**

**Division/Agency:** Finance and Business Support Division

**Topic:** Credit Cards

**Proof Hansard page:** Written

**Senator COLBECK asked:**

1. How many staff in each department and agency have a corporate credit card? What is their classification?
2. What action is taken if the corporate credit card is misused?
3. How is corporate credit card use monitored?
4. What happens if misuse of a corporate credit card is discovered?
5. Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken.
6. What action is taken to prevent corporate credit card misuse?

**Answer:**

1. The table below shows the number of Department of Agriculture, Fisheries and Forestry (DAFF) cardholders and their levels (as at 31 January 2012). Agency specific information is contained in **Attachment 1**.

Classification	No. of Cardholders
APS2	7
APS3	12
APS4	40
APS5	99
APS6	162
EL1	277
EL2	329
MI4	1
NP26B	2
NPB37	2
NSB36	4
SECRTY	1
SES1	77
SES2	22
SES3	3
Grand Total	1038

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

2. All misuse of DAFF corporate credit cards is reported to the Fraud, Investigations & Security Team for appropriate action. Agency specific information is contained in **Attachment 1**.
3. DAFF corporate credit card use is monitored through online processing by the cardholder, reviewed by authorising officer and credit card team. Periodic reviews are undertaken to ensure ceased officers have had their card cancelled. Reviews are also carried out on the number of cards with DAFF and associated limits of each card. Agency specific information is contained in **Attachment 1**.
4. In the event of suspected DAFF credit card misuse, the item is reported to DAFF's Fraud, Investigations and Security Team for appropriate action. Agency specific information is contained in **Attachment 1**.
5. This information is provided in **Attachment 1**.
6. There are a number of actions undertaken by DAFF aimed at the prevention of credit card misuse. These include the issuing of instructional information on use of the corporate credit card, training, limiting access to credit cards on a needs basis and by setting transaction and monthly limits on cards. The reviews mentioned in response to question three are also aimed at the prevention of credit card misuse. Agency specific information is contained in **Attachment 1**.



**Rural and Regional Affairs and Transport Committee**  
ANSWERS TO QUESTIONS ON NOTICE  
Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Wine Australia Corp

1. The table below shows the number of cardholders and their levels.

<b>Wine Australia Credit card holders</b>	
Level	No. of Cardholders
Managing Director	1
Executive Manager	1
Senior Manager	3
Manager	8
Section Head	7
Coordinators	6
<b>Total</b>	<b>26</b>

2. Approval of the Chief Executive (CE) is required prior to any card being issued. Any non-compliance with the Procurement Card policy is reported to the CE as required under the policy. Action is at the discretion of the CE and may include disciplinary action.
3. All transactions require electronic authorisation or authorisation by the relevant line manager. Tax invoices are provided to the agency's Finance area and are reviewed and maintained.
4. Card misuse is reported to the CE by the Finance area as required under the policy.
5. One recent instance of a card being inadvertently used for personal use was by a staff member at the coordinator level. The incident was brought to the attention of the CE and the staff member received a formal warning letter and made immediate rectification.
6. The Procurement Card policy sets out requirements and responsibilities. All transactions must be authorised by card-holders line manager. Tax invoices are provided to and reviewed by the Finance area for compliance.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Australian Fisheries Management Authority

1. Total staff within AFMA that have a credit card is 146. Their classification is as follows.

<b>AFMA Credit card holders</b>	
<b>Level</b>	<b>No. of Cardholders</b>
SES	4
EL2	14
EL1	30
APS 6	52
APS 5	3
APS 4	26
APS 3	4
APS 2	13
<b>Total</b>	<b>146</b>

2. If there is any misuse of corporate credit cards, the immediate payment of monies is required.
3. Corporate card use is monitored through internal procedures that require manager approval, finance area processing and random audits.
4. Where misuse is discovered the cardholder is required to pay back the monies immediately. If misuse occurs more than twice the card is removed.
5. For the period July 2011 to January 2012, there have been some instances of misuse:  
  
EL1 – Used credit card for personal expenses. Repaid in full by staff member.  
APS 2 – Used credit card for personal expenses. Repaid in full by staff member.  
APS 4 – Used credit card for personal expenses. Repaid in full by staff member.  
APS 6 – Used credit card for personal expenses. Repaid in full by staff member.  
APS 4 – Used credit card for personal expenses. Repaid in full by staff member.  
APS 5 – Used credit card for personal expenses trip. Repaid in full by staff member.  
APS 4 – Purchase fuel instead of claiming mileage allowance. Repaid in full by staff member.  
EL 1 – Used credit card in error. Repaid in full by staff member.
6. The actions taken to prevent corporate credit card misuse are compliance with the terms and conditions and approval process for the issuing of a corporate credit card, manager approval for expenditures, finance area oversight, random audit and staff education.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Australian Pesticides and Veterinary Medicines Authority

1. The table below shows the number of cardholders and their levels.

<b>APVMA Credit card holders</b>	
<b>Level</b>	<b>No. of Cardholders</b>
SES	3
EL2	1
EL1	5
APS6	4
APS5	3
<b>Total</b>	<b>16</b>

2. If misuse of a corporate credit was discovered, the staff member would be counselled. A number of disciplinary actions are available depending on the severity of the misuse.
3. Monthly credit card statements must be signed off by both the staff member and their manager and receipts for all purchases are required to be attached. All statements are reviewed by the Finance section.
4. If misuse of a corporate credit was discovered, the staff member would be counselled. A number of disciplinary actions are available depending on the severity of the misuse.
5. No instances of corporate credit card misuse have been discovered.
6. Actions taken to prevent corporate credit card misuse include requiring receipts for all payments to be provided, ensuring managers sign off the monthly statements and review of all credit card statements by the Finance section.

**Rural and Regional Affairs and Transport Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Cotton Research and Development Corporation

1. Number of Staff and classification, with credit cards.

<b>CRDC Credit card holders</b>	
Level	No. of Cardholders
Chairman	1
Executive Director	1
Senior Executives	2
Managers	2
<b>Total</b>	<b>6</b>

2. CRDC has a policy for Credit Card Use. Item 9 states:  
9. Unauthorised usage of a credit card issued in accordance with the above Terms & Conditions will be considered a disciplinary offence and could result in dismissal. In a case where a genuine mistake has occurred, the authorised user must inform his/her supervisor and reimburse the corporation immediately. CRDC has a Fraud Control policy which is applied when a misuse of credit cards is considered to be an attempted fraud.
3. All credit card transactions are checked against the documentation provided by the cardholder prior to being entered on the monthly accounts. All monthly card statements are reviewed and signed by the cardholders. All staff card statements are reviewed and signed by the Executive Director. The Chairman's card statements are reviewed and signed by the Executive Director. The Executive Director's card statements are reviewed and signed by the Chairman. Credit card usage is included in the annual fraud audit.
4. Misuse of credit cards is reported to the General Manager Business & Finance, Executive Director or Chairman.
5. None.
6. The Credit Card Use policy is signed by each cardholder. Then Answer 3 applies.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Fisheries Research and Development Corporation

1. The table below shows the number of cardholders and their levels.

<b>FRDC Credit card holders</b>	
<b>Level</b>	<b>No. of Cardholders</b>
Executive Director	1
Business Development Manager	1
Manager Corporate Services	1
Office Administrator	1
Communications Manager	1
Communications Officer	1
Program Manager	1
Project Managers	4
<b>Total</b>	<b>11</b>

2. The FRDC has a credit card policy in place and staff sign a credit card agreement that imposes responsibilities on the card holder. The credit card policy includes a card misuse / disciplinary action process for reporting the incident and action taken against the responsible cardholder should this occur.
3. Credit card statements are received monthly and distributed to staff who are responsible for attaching all receipts, allocation of correct cost codes and checking the transactions are legitimate. If there is a dispute they follow the disputed card transaction procedure. Once the card holder has checked and signed the statements they are reconciled and verified by an independent staff member and all credit cards statements are reviewed and signed by the Executive Director (head of the agency).
4. As the answer to question 3 states, the FRDC credit card policy includes a card misuse / disciplinary action process for reporting the incident and action taken against the responsible cardholder.
5. Nil.
6. Actions to prevent corporate credit card misuse include the employee code of conduct, credit card agreement, segregated duties and polices on purchasing, delegation schedules, Fraud policy and staff annual fraud awareness survey, fraud awareness through the FRDC annual risk management framework update, the review of Credit card statements by the Executive Director, and Credit card delegated limits as per delegation policies.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Grains Research and Development Corporation

1. The table below shows the number of cardholders and their levels.

<b>GRDC Credit card holders</b>	
<b>Level</b>	<b>No. of Cardholders</b>
Managing Director	1
Executive Manager	4
Senior Manager	7
Project Manager	6
Manager	7
Board	1
Section Head	2
Coordinators	4
<b>Total</b>	<b>32</b>

2. All instances of departure from GRDC's Credit Card Policy are reported to the Managing Director.
3. Internal audits are conducted on transactions and there is strict adherence to the Company Fraud Control Action Plan. All expenditure is authorised by the Cardholders' Supervisor using an expense form.
4. All instances of departure from the Credit Card Policy are reported to the Managing Director.
5. None.
6. All expenditure is authorised by the Cardholders' Supervisor using an expense form. Monthly reconciliations of statements to receipts is performed by the Accounts Payable Officer. Items of expenditure not able to be supported by the appropriate purchase documentation or other evidence must be reimbursed by the cardholder. All cardholders must sign the 'Conditions of Use' and read and understand the Policy. Card limits are matched to appropriate level of activity. Cash advances limited to special requests to the Managing Director only.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Grape and Wine Research and Development Corporation

1. The table below shows the number of cardholders and their levels.

<b>GWRDC Credit card holders</b>	
<b>Level</b>	<b>No. of Cardholders</b>
Chairman	1
Executive Director	1
Senior Managers	2
Project Managers	3
Coordinator	1
<b>Total</b>	<b>8</b>

2. Escalation process - minor breaches will result in repayment of the amount concerned and a warning (formal, written or non written). Where the matter is serious or repeated, the ultimate action is dismissal. If fraudulent then the matter is covered by the Fraud Control Policy.
3. All statements are reconciled each month; all items are matched with accompanying receipts which are provided by the credit card holder – credit card holders can file their receipts during the month as they go to prevent possible loss.
4. In the event of suspected misuse the Financial Controller and Executive Director are notified and the remedy would be handled on a case by case basis.
5. No instances of misuse identified.
6. Monthly reconciliation of all expenditure. Executive director reviews all statements and approves by signing off each one. Executive Director's credit card expenditure is signed off by the Chairman.

**Rural and Regional Affairs and Transport Committee**  
ANSWERS TO QUESTIONS ON NOTICE  
Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Rural Industries Research and Development Corporation

1. The table below shows the number of cardholders and their levels.

<b>RIRDC Credit card holders</b>	
Level	No. of Cardholders
Executive	3
Job Grade 8	8
Job Grade 7	1
Job Grade 6	3
Job Grade 5	2
Job Grade 4	1
<b>Total</b>	<b>18</b>

2. Misuse of credit cards is managed in accordance with the Credit Card Policy and Enterprise Agreement. This can involve performance management, disciplinary action, criminal proceedings, or reimbursement of the amount to the corporation.
3. A register of credit cards is maintained. The agency's Finance area also conducts quarterly quality assurance review on the use of corporate credit cards. Finance Manager may also review any transactions on corporate credit card statement to ascertain or substantiate compliance with the policy.
4. Where unauthorised use of a corporate credit card occurs, the circumstances will be reviewed by the General Manager Corporate. Actions will be determined by the nature and severity of the breach. Where a breach is found to occur with the policy, legal advice may be sought and if the breach is confirmed, the breach will be reported in RIRDC compliance report to the government.
5. Yes, one individual in 2011-12 FYTD. The officer is a Level 8 and was counselled and the amount was repaid in full.
6. All corporate credit card holders are made aware of the Credit Card Policy and must sign an "Agreement and acknowledgement of receipt of a RIRDC corporate credit card". An awareness session for all staff on the new Credit Card Policy was held on 25/8/11. Annual training programs will be implemented for all staff on credit card usage and policy commencing in 2012.



**Rural and Regional Affairs and Transport Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

**Agency:** Sugar Research and Development Corporation

1. The table below shows the number of cardholders and their levels.

<b>SRDC Credit card holders</b>	
Level	No. of Cardholders
EL2	6
APS6	1
APS3	1
<b>Total</b>	<b>8</b>

2. Where misuse occurs monies are reimbursed; the reason why is investigated and internal controls are reviewed.
3. Reconciliation occurs against receipts and the statement monthly. The Statement is signed by the authorised delegates.
4. As outlined above in 2.
5. Nil.
6. As outlined above in 3.

**Rural and Regional Affairs and Transport Committee**  
ANSWERS TO QUESTIONS ON NOTICE  
Additional Estimates February 2012  
**Agriculture, Fisheries and Forestry**

**Question:** 179 (continued)

**Attachment 1**

1. The table below shows the number of cardholders and their levels.

<b>WEA Credit card holders</b>	
Level	No. of Cardholders
SES 2	1
EL2	2
EL1	2
<b>Total</b>	<b>5</b>

2. Where misuse occurs there is a report to the CFO and recovery action will be taken.
3. Corporate credit card usage is regularly monitored with the supporting documentation.
4. Where unauthorised use occurs there is a report to the CFO and recovery action will be taken.
5. Wheat Export Australia had one incident where an EL1 officer accidentally used a corporate credit card to pay for private purchase of an incidental item when on official travel. The amount has been fully recovered.
6. Officers are briefed as to the rules of government issued credit card and private use.

**Rural and Regional Affairs and Transport Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Additional Estimates February 2012

**Agriculture, Fisheries and Forestry**

**Question:** 216

**Division/Agency:** Finance and Business Support Division

**Topic:** Australian Quarantine Inspection Services Budget Item

**Proof Hansard page:** Written

**Senator Rhiannon asked:**

DAFF's Budget estimates an amount of \$285,203,000 as a 2011–12 expense for the Australian Quarantine and Inspection Service Special Account.

1. What do these expenses entail?
2. How was this figure arrived at?

**Answer:**

1. The expenses cover the total cost of providing quarantine inspection, imported food inspection and export certification services. These can be categorised as employee, supplier and depreciation costs.
2. The figure was derived from the Department of Agriculture, Fisheries and Forestry's (DAFF) budget, representing the forecast expenditures to be incurred by DAFF in order to satisfy the demand for quarantine inspection, imported food inspection and export certification services during the 2011–12 financial year. The demand for services is derived from historical activity levels and tested through industry consultation.