

## Senate Committee: Education and Employment

### QUESTION ON NOTICE

#### Additional Estimates 2016 - 2017

**Outcome: Cross Portfolio – Corporate**

**Department of Education and Training Question No. SQ17-000264**

Senator Bilyk, Catryna provided in writing.

#### ***Departmental functions***

##### **Question:**

In relation to expenditure on any departmental functions or official receptions in calendar year 2016, can the following please be provided:

- Name and date of event;
- List of attendees;
- Function venue;
- Itemised list of costs;
- Details of any food served;
- Details of any alcohol served;
- Details of any entertainment provided.

##### **Answer**

In relation to major stakeholder and/or public departmental events which incurred expenditure, the department has held 24 functions or official receptions in the calendar year 2016.

The department considers the names of the attendees and the fact of their attendance at these events to be 'personal information' under the *Privacy Act 1988*. It therefore declines to provide this information, in order to protect the privacy of the attendees.

<b>Coding Across the Curriculum, Digital Technologies Hub, 15-16 February 2016</b>	
Attendees	31 attendees including: <ul style="list-style-type: none"><li>• state and territory and non-government education sector representatives</li><li>• Office of the Chief Scientist representatives</li><li>• principals associations</li><li>• University of Adelaide representatives</li><li>• Department of Industry, Science and Training representative</li><li>• Department of Education and Training representatives.</li></ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Travel and accommodation costs for stakeholders - \$12,822.00 Catering - \$1,352.00
Food served (each day)	Morning tea Lunch Afternoon tea
Alcohol	Nil
Entertainment	Nil

<b>National Collaborative Research Infrastructure Strategy Forum, 11 March 2016</b>	
Attendees	36 attendees including: <ul style="list-style-type: none"> <li>representatives from research and data peak bodies</li> <li>Government department staff.</li> </ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Catering, including all day coffee and tea - \$2,262.00
Food served	Morning tea Lunch Afternoon tea
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres Queensland Forum, 17 March 2016</b>	
Attendees	131 attendees including: <ul style="list-style-type: none"> <li>state and territory and non-government education sector</li> <li>industry partners</li> <li>principals</li> <li>Registered Training Organisations</li> <li>key education/skills stakeholders</li> <li>Department of Education and Training representatives.</li> </ul>
Venue	Hotel Grand Chancellor, Brisbane
Costs (including GST)	Venue hire, catering and audio visual (AV) - \$11,903.00 Facilitator - \$3,700.00 Airlines - \$40,603.00 Accommodation - \$10,730.00
Food served	Morning tea Buffet lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

**VET FEE HELP Redesign Consultations, Perth - 4 April 2016, Adelaide - 7 April 2016, Melbourne - 11 April 2016, Sydney - 12 April 2016, Brisbane - 13 April 2016 and Cairns – 14 April 2016**

Attendees	268 attendees including: <ul style="list-style-type: none"> <li>• VET FEE-HELP approved providers</li> <li>• peak bodies, including TAFE Directors Australia, Australian Council for Private Education and Training</li> <li>• Australian Chamber of Commerce</li> <li>• industry and state Chambers of Commerce</li> <li>• industry representatives.</li> </ul>
Venue	Novotel Perth Langlely, Perth The Playford, Adelaide Karstens, Melbourne Karstens, Brisbane Rydges Tradewinds, Cairns
Costs	<p><u>Perth</u> Venue hire - \$600.00 Equipment hire - \$1564.25 Catering - \$900.00 Admin costs/surcharges - \$8.12 GST - \$279.31</p> <p><u>Adelaide</u> Equipment - \$1,417.08 Technical services - \$286.65 Miscellaneous - \$56.68 Credit card surcharge - \$29.05 GST - \$176.04</p> <p><u>Melbourne</u> Venue hire - \$2,068.19 Catering - \$1,198.63 Equipment hire - \$1,039.08 GST - \$430.61</p> <p><u>Sydney</u> Venue hire - \$2,068.18 Catering - \$1,198.63 Equipment hire - \$1,039.08 GST - \$430.61</p> <p><u>Brisbane</u> Venue hire - \$2,068.18 Catering - \$2,127.27 Equipment hire - \$1,039.08 GST - \$523.47</p> <p><u>Cairns</u> Catering - \$285.00 Venue hire - \$500.00 Equipment hire - \$570.00 GST - \$123.18</p>
Food served	Coffee and tea (all venues) Morning tea (all venues) Lunch (Perth, Brisbane and Cairns)
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres Victoria Forum, 21 April 2016</b>	
Attendees	61 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders.</li> </ul>
Venue	Ibis, Melbourne Visit to KIOSC Trade Training Centre, Catholic Regional College Sydenham and Northern College of the Arts and Technology Preston
Costs (including GST)	Venue hire, catering and AV - \$5,268.00 Facilitator - \$2,700.00 Airmiles - \$4,091.00 Accommodation - \$4,464.00 Coach hire - \$1,230.00
Food served	Morning tea Buffet lunch Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres Tasmania Forum, 4-5 May 2016</b>	
Attendees	37 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Huon Valley Trade Training Centre, Huon Valley Guilford Young College, Guilford
Costs (including GST)	Catering - \$3,166.00 Facilitator - \$3,200.00 Airmiles - \$1,986.00 Accommodation - \$5,670.00
Food served	Morning tea Buffet lunch Afternoon tea Dinner (prepared by students on site) Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres Western Australia Forum, 12 May 2016</b>	
Attendees	61 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Rendezvous Hotel, Scarborough
Costs (including GST)	Venue hire, catering and AV - \$10,700.00 Facilitator - \$3,100.00 Airmiles - \$13,913.00 Accommodation - \$7,828.00
Food served	Morning tea Buffet lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Data Strategy Group (DSG) Collaboration Forum, 25-26 May 2016</b>	
Attendees	108 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sectors</li> <li>• Commonwealth government department representatives</li> <li>• key school stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Catering - \$4,823.00 Security guard - \$699.00 Stationer - \$375.00 Forum dinner - \$500.00
Food served	Morning tea Lunch Afternoon tea Dinner Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres NSW METRO and ACT Forum, 26 May 2016</b>	
Attendees	82 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Novotel Hotel, Sydney
Costs (including GST)	Venue hire, catering and AV - \$16,064.00 Facilitator - \$3,100.00 Airmiles - \$6,099.00 Accommodation - \$4,709.00 Minibus hire - \$276.46
Food served	Morning tea Buffet lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres NSW Regional Forum, 31 May 2016</b>	
Attendees	116 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Mercure Hotel, Sydney
Costs (including GST)	Venue hire, catering and AV - \$13,947.00 Facilitator - \$3,100.00 Airmiles - \$21,756.00 Accommodation - \$16,798.00
Food served	Morning tea Buffet lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Trade Training Centres and Trade Skills Centres Northern Territory Forum, 8-9 June 2016</b>	
Attendees	20 attendees including: <ul style="list-style-type: none"> <li>• state and territory and non-government education sector</li> <li>• industry partners</li> <li>• principals</li> <li>• Registered Training Organisations</li> <li>• key education/skills stakeholders</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Oaks Elan, Darwin Marrara Christian College, Darwin
Costs (including GST)	Venue hire, catering and AV - \$6,034.00 Facilitator - \$4,600.00 Airmiles - \$15,202.00 Accommodation - \$15,178.00 Coach hire - \$705.00
Food served	Morning tea Buffet lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>The Adult Migrant English Program Service Provider Forum, 8-9 June 2016</b>	
Attendees	104 attendees including: <ul style="list-style-type: none"> <li>• Adult migrant stakeholders</li> <li>• National TAFE representatives</li> <li>• Department of Social Services and Department of Education and Training representatives.</li> </ul>
Venue	Rydges on Swanston, Melbourne
Costs (including GST)	Venue hire and catering - \$19,750.00 AV - \$5,450.00
Food served	Morning tea Lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>Australian Awards for University Teaching- Citations Award Ceremony- Melbourne, 13 September 2016</b>	
Attendees	133 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• award recipients</li> <li>• guests.</li> </ul>
Venue	Zinc at Federation Square, Melbourne
Cost (including GST)	Venue hire and catering - \$15,742.00 AV - \$2,760.00 Musicians - \$700.00 Welcome to Country - \$625.00 Florist - \$562.00 Photographer - \$946.00 Transport - \$12,665.00
Food served	Selection of canapés
Alcohol	White wine, red wine and beer
Entertainment	Sir Zelman Cowen School of Music - Trio of Jazz Musicians

<b>2016 NSW/ACT Citations for Outstanding Contributions to Student Learning Ceremony, Friday 16 September 2016</b>	
Attendees	216 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• award recipients</li> <li>• guests.</li> </ul>
Venue	Museum of Contemporary Art, Sydney
Costs (including GST)	Venue hire and catering - \$21,362.00 AV - \$4,545.00 Musicians - \$600.00 Welcome to Country - \$400.00 Florist - \$600.00 Photographer - \$946.00 Transport - \$16,547.00
Food served	Selection of canapés
Alcohol	Sparkling wine, white wine, red wine and beer
Entertainment	Geist String Quartet (1 hour)

<b>Australian Awards for University Teaching – Queensland Citation Ceremony, Tuesday 27 September 2016</b>	
Attendees	185 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• award recipients</li> <li>• guests</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Queensland Gallery of Modern Art (GOMA), Brisbane
Costs (including GST)	Venue hire and catering- \$13,651.00 AV - \$636.00 Musicians - \$620.00 Welcome to Country - \$550.00 Florist - \$760.00 Photographer - \$946.00 Transport - \$16,837.00
Food served	Selection of canapés
Alcohol	Sparkling wine, white wine, red wine and beer
Entertainment	Cigany Weaver Trio

<b>Australian Awards for University Teaching – South Australian and Northern Territory Citation Ceremony, Tuesday 4 October 2016</b>	
Attendees	80 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• university students</li> <li>• guest</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	The State Library of South Australia, Adelaide
Costs (including GST)	Venue and catering- \$6,412.00 AV - \$2,011.00 Musicians - \$700.00 Welcome to Country - \$400.00 Florist - \$600.00 Photographer - \$946.00 Transport - \$6,931.00
Food served	Selection of canapés Juice, mineral water and soft drinks
Alcohol	Sparkling wine, white wine, red wine and beer
Entertainment	Musicians – Maple String Quartet



<b>2016 Australian Awards for University Teaching – Perth Citation Ceremony, Thursday 6 October 2016</b>	
Attendees	62 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• award recipients</li> <li>• family and friends of awarded.</li> </ul>
Venue	Fraser's Kings Park, Perth
Costs (including GST)	Venue hire and catering - \$5,850.00 AV - \$903.00 Musicians - \$650.00 Welcome to Country - \$550.00 Florist - \$550.00 Photographer - \$946.00 Transport - \$551.00
Food served	Selection of canapés Juice, soft drink, tea and coffee
Alcohol	Sparkling wine, white wine, red wine and beer
Entertainment	Dolce Ensembles - Kathryn & Sidney

<b>Forum for Skilled Migration Assessing Authorities 2016, 26 October 2016</b>	
Attendees	50 attendees including: <ul style="list-style-type: none"> <li>• industry peak bodies</li> <li>• key stakeholders</li> <li>• Department of Education and Training representatives</li> <li>• Department of Foreign Affairs and Trade speakers</li> <li>• Department of Immigration and Border Protection speakers</li> </ul>
Venue	Department of Education and Training, Canberra
Costs	Tea and coffee - \$371.00 Morning tea - \$384.50 Lunch - \$519.00 Afternoon tea - \$336.00 Beverages - \$27.63 Security guard hire - \$265.00 Administrative expenses - \$131.43
Food served	Morning tea Lunch Afternoon tea Tea, coffee and water
Alcohol	Nil
Entertainment	Nil

<b>VET Student Loans Information Session, 10 November 2016</b>	
Attendees	<b>164</b> attendees including: <ul style="list-style-type: none"> <li>• Vocational Education and Training providers</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Catering and sundries - \$650.00
Food served	Tea and coffee
Alcohol	Nil
Entertainment	Nil

<b>National Collaborative Research Infrastructure Strategy Forum, 23 and 24 November, 2016</b>	
Attendees	34 participants including: <ul style="list-style-type: none"> <li>representatives from research and data bodies</li> <li>Department of Industry, Science and Innovation representative</li> <li>Department of Education and Training representatives.</li> </ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Catering - \$3200.00 Coffee and tea - \$1,310.00 Sundries - \$160.00
Food served	Morning tea Lunch Afternoon tea
Alcohol	Nil
Entertainment	Nil

<b>Australian Apprenticeship Support Network Provider Forum, 23 and 24 November 2016</b>	
Attendees	88 attendees including: <ul style="list-style-type: none"> <li>apprenticeship service providers</li> <li>national apprenticeship peak bodies</li> <li>state government representatives</li> <li>students</li> <li>industry representatives</li> <li>Department of Education and Training representatives</li> </ul>
Venue	Melbourne Star Observation Wheel, Docklands Melbourne
Costs (including GST)	Catering - \$14,643.63 AV - \$100.00
Food served	Morning tea Lunch Afternoon tea Tea and coffee
Alcohol	Nil
Entertainment	Nil

<b>National Disability Coordination Officer (NDCO) Forum, 28-29 November 2016</b>	
Attendees	55 attendees including: <ul style="list-style-type: none"> <li>employment providers,</li> <li>TAFE and university representatives,</li> <li>Department of Human Services, Department of Education and Training, and National Disability Insurance Agency representatives.</li> <li>NDCO network representatives</li> <li>Disability Discrimination Commissioner</li> <li>Auslan interpreters</li> </ul>
Venue	Department of Education and Training, Canberra Mantra on Northbourne, Canberra
Costs (including GST)	Accommodation and breakfast (34 NDCO attendees) - \$13,950.48 Facilitation and Speakers - \$9,286.27 Catering (two day delegate package) - \$5,500.00 Forum dinner - \$3,222.00 Forum materials and stationery consumables - \$503.25
Food served	<u>Forum</u> (over two days) Morning tea Lunch Afternoon tea Forum dinner 3 course alternating menu
Alcohol	White wine and red wine
Entertainment	Dinner speaker - Disability Discrimination Commissioner

<b>2016 Australian Awards for University Teaching – National Presentation Ceremony, 1 December 2016</b>	
Attendees	156 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> <li>• award recipients</li> <li>• guests.</li> </ul>
Venue	Museum of Australian Democracy at Old Parliament House, Canberra
Costs (including GST)	Venue hire and catering - \$23,460.00 AV - \$9,988.00 Musicians - \$1,127.00 Welcome to Country - \$500.00 Accommodation - \$14,012.00 Florist - \$1,675.00 Photographer - \$1,595.00 Printing - \$4,386.00 Trophies - \$3,441.00 Styling - \$1,278.00 Transport - \$47,437.00 Courier - \$227.00 Master of Ceremony - \$8,500.00 Video production - \$40,282.00
Food served	Selection of canapés Three course dinner Soft drinks, juice and water
Alcohol	Sparkling wine, white wine, red wine and beer
Entertainment	Band - Leisa Keen Trio

<b>2016 Australian Awards for University Teaching – Awards Networking Event, 1 December 2016</b>	
Attendees	60 attendees including: <ul style="list-style-type: none"> <li>• university stakeholders</li> </ul>
Venue	Museum of Australian Democracy at Old Parliament House, Canberra
Costs (including GST)	Venue hire and catering - \$6,230.00 Coach - \$860.00 Accommodation - \$11,300 Facilitator - \$3,320.00 Transport - \$1,547.00
Food served	Morning tea Lunch
Alcohol	Nil
Entertainment	Nil

<b>Block Grant Authorities Annual Conference, 1 December 2016</b>	
Attendees	37 attendees including: <ul style="list-style-type: none"> <li>• state block grant authority representatives,</li> <li>• Department of Education and Training representatives.</li> </ul>
Venue	Department of Education and Training, Canberra
Costs (including GST)	Catering - \$661.50
Food served	Morning tea Lunch
Alcohol	Nil
Entertainment	Nil