

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 84

Division/Agency: Governance Division

Topic: Staff in ministers and parliamentary secretary office

Proof Hansard page: 11 (28/05/2014)

Senator STERLE asked:

Senator STERLE: For how long have these six employees been in the minister's office and the parliamentary secretary's office? Do you have that information?

Ms Cale: I might take that on notice, if I can, because obviously each one has been there for a different length of time.

Senator STERLE: If you could provide that on notice, that would be fine, before we go. Ms Cale, could you provide detail regarding ministerial travel, including the cost of travel and the cost of accompanying staff to date? Is that in your area?

Ms Cale: It is. I am happy to provide that on notice, if you like, as well.

Answer:

Role	Start	Finish
Departmental staff in Office of the Minister for Agriculture		
Acting Adviser	31 March 2014	13 June 2014
Acting Senior Adviser	5 May 2014	28 July 2014
DLO	23 September 2014	Current
DLO	26 May 2014	Current
Departmental staff in Office of the Parliamentary Secretary to the Minister for Agriculture		
Acting Adviser	13 May 2014	17 June 2014
DLO	1 October 2013	Current

Costs of official travel by Ministers and Parliamentary Secretaries, and accompanying staff employed under the Members of Parliament (Staff) Act 1984 are paid for by the Department of Finance. Details of expenditure on entitlements (including domestic travel, car costs, overseas travel, travelling allowance, office facilities costs, office administrative costs and

Question: 84 (continued)

family travel) for all Senators and Members is compiled every six months in a report titled Parliamentarians' Expenditure on Entitlements paid by the Department of Finance. The reports and supporting information are published on the Department of Finance website.

Please refer to the response in Question on Notice 73 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 85

Division/Agency: Governance Division

Topic: Costing for domestic travel

Proof Hansard page: 11 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Let us go through it while we are all here together.

Ms Cale: Between 1 November 2013 and 30 April this year, Minister Joyce undertook portfolio related travel to a number of areas, including Townsville, Brisbane, Gold Coast, Maroochydore, Bundaberg and St George in Queensland; Walgett, Coonamble, Baradine, Tenterfield, Tamworth, Glen Innes, Burke, Longreach, Broken Hill, Innisfail and Sydney; Perth and Broome in WA; Melbourne, Mildura and Rutherglen in Victoria; Mount Gambier in South Australia; and Darwin in the Northern Territory.

Senator STERLE: Could you give us the costings for that?

Ms Cale: I will get those for you, yes.

Answer:

Costs of official travel by Ministers and Parliamentary Secretaries, and accompanying staff employed under the Members of Parliament (Staff) Act 1984 are paid for by the Department of Finance. Details of expenditure on entitlements (including domestic travel, car costs, overseas travel, travelling allowance, office facilities costs, office administrative costs and family travel) for all Senators and Members is compiled every six months in a report titled Parliamentarians' Expenditure on Entitlements paid by the Department of Finance. The reports and supporting information are published on the Department of Finance website.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 86

Division/Agency: Governance Division

Topic: Ministerial staff in Armidale

Proof Hansard page: 12 (28/05/2014)

Senator STERLE asked:

Senator STERLE: At this early stage, while we are halfway through the removal—they are my words and not yours, but it has started—do you know how many ministerial staff will be in Armidale?

Ms Cale: I will take that on notice, if I can.

Answer:

The allocation of ministerial staff is a matter for the minister's office.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 87

Division/Agency: Governance Division

Topic: Ministerial office in Armidale fit out

Proof Hansard page: 12 (28/05/2014)

Senator STERLE asked:

Senator STERLE: I am just assuming—and once again it is dangerous to assume—that if a removal is in place or a fit-out is in place, one would obviously think you would have an idea of how many phones and how many desks there will be, because you would know how many people were going there. So does the department have that information available or are you saying that that is for Finance? I think it is you guys, but—

Ms Cale: I can come back to you on number of staff; if the arrangements indeed have been settled that far, I can come back to you on number of staff proposed to be in that office.

Answer:

Please refer to the response to Question on Notice 86 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 88

Division/Agency: Governance Division

Topic: Electorate office

Proof Hansard page: 12 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Yes, I am hearing you. Can you tell me whether the electorate office will have a secure phone line and, if so, what will be the cost of it? You cannot tell me that?

Ms Cale: No, I do not think we are that far in the process.

Senator STERLE: How far are we in the process?

Ms Cale: I will have to come back to you on that.

Answer:

The provisioning of a secure phone line is a matter for the Department of Finance.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 89

Division/Agency: Governance Division

Topic: Ministerial staff in Armidale

Proof Hansard page: 13 (28/05/2014)

Senator LINES asked:

CHAIR: Could I ask a really dumb question. I do not have a view one way or the other. Are a whole lot of ministerial staff actually going to relocate their living, their homes, their families to Armidale?

Ms Cale: With the staff that are planned to be in Armidale, it may be that some of those people are from within that area. So, no, I would not say, blanket, that people are going to relocate from Canberra to Armidale.

Senator LINES: But you do not know?

Ms Cale: No.

Senator LINES: Can you find out?

Ms Cale: We can find out numbers of staff and we can potentially find out where—

Answer:

Please refer to the response to Question on Notice 86 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 90

Division/Agency: Governance Division

Topic: Extra flights to get to the ministerial office

Proof Hansard page: 13 (28/05/2014)

Senator STERLE asked:

CHAIR: Have you calculated the added cost, because it is not a hub—I have an office in Sydney because it is a hub—of the extra flights to get to the ministerial office?

Ms Cale: We could certainly do some calculations.

Answer:

Please refer to the response to Question on Notice 85 from Budget Estimates.

May 2014

Agriculture

Question: 91

Division/Agency: Governance Division

Topic: Ministerial staff

Proof Hansard page: 13 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Let us come back to the staffing details. Dr Grimes, I am asking nicely: please can you get someone in the room behind us to come in here? We cannot just push this one under the carpet and I know that Ms Cale is not trying to do that. This is a very important issue because, while you are being asked to find savings in your department that could put some very good programs at risk of being discontinued, we have a minister whose priorities seem to me to be really hazy. I am finding it very difficult to understand why we would be costing the taxpayers whatever amount of money it is—which I am going to try to find out, and I understand that Finance will have a greater role here—and I want to know the answer to how many staff are going out here, please, Dr Grimes.

Dr Grimes: That is correct. The costs here are met by Finance; they are not met by this department. We do not have a role in the establishment of—

Senator STERLE: Dr Grimes—

Dr Grimes: a ministerial office.

Senator STERLE: I am sorry; I cut you off.

Dr Grimes: For that reason, we may not be able to answer some of the questions you are asking, because they need to be asked in another place. In some cases, if it is planning for the ministerial office, we may need to refer those questions to the minister directly. So we would have to take them on notice.

Answer:

Please refer to the response to Question on Notice 86 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 92

Division/Agency: Governance Division

Topic: Number of employees and pay rates in the Tenterfield office

Proof Hansard page: 15 (28/05/2014)

Senator STERLE asked:

Senator STERLE: While I am on that, then, can I ask for the staffing levels, the number of employees and what their pay rates are in the Tenterfield office?

Dr Grimes: I will have to take that on notice.

Answer:

Matters relating to ministerial and electorate offices are a decision for the minister.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 93

Division/Agency: Governance Division

Topic: Meetings in Sydney

Proof Hansard page: 16 (28/05/2014)

Senator STERLE asked:

Senator STERLE: but we would like to find out how many meetings were in Sydney and how many staff attended those meetings.

Ms Cale: We are happy to take that on notice.

Answer:

The Department of Agriculture does not have systems in place to capture meeting details for the Minister.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 94

Division/Agency: Governance Division

Topic: People employed in the ministerial office for the previous government and the previous agriculture minister

Proof Hansard page: 16 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Are you able to tell us: for the previous government and the previous agriculture minister, how many people were employed in the ministerial office and at what levels and at what cost? If you could provide that to us before we all run away today, that would be very helpful.

Ms Cale: Yes.

Answer:

Details regarding staff employed by the former Minister for Agriculture, Fisheries and Forestry are a matter for the Department of Finance.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 95

Division/Agency: Governance Division

Topic: Ministerial staff

Proof Hansard page: 18 (28/05/2014)

Senator STERLE asked:

Senator STERLE: I get that, but I am more interested here in who is performing all these very important tasks—if every previous agriculture minister had a ministerial staff of around 12 or 13 and now we are talking about three, maybe four. Thank you. I will leave the rest of the questions on that to DOFA.

Senator Colbeck: I do not think that is an accurate representation. Where the staff are placed can be at the minister's discretion, and that is something that has happened previously under all administrations. I think I would have to dispute your characterisation of the process. I am not sure of the overall allocation of staff to Minister Joyce's office at this point in time, where it sits with that 12 or 13 number, but I am sure that the department can provide you with that information on notice.

Answer:

Please refer to the response to Question on Notice 86 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 96

Division/Agency: Governance Division

Topic: Staff based in the Canberra minister office

Proof Hansard page: 23-24 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Yes, of course. Are you able to tell us whether they are all Canberra based? I do not want to know their names.

Ms Cale: Can I come back to you on that, Senator?

Senator STERLE: Yes, of course you can.

Ms Cale: With the split of ministerial-electorate, I just want to be clear.

Answer:

Staffing of the ministerial and electorate offices is a matter for the minister.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 97

Division/Agency: Governance Division

Topic: Minister's domestic travel costs

Proof Hansard page: 25 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Ms Cale, I am waiting for Mr Joyce's domestic travel cost. You said you were going to grab it for us.

Ms Cale: I do not have that detail yet, Senator.

Answer:

Please refer to the response to Question on Notice 85 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 98

Division/Agency: Governance Division

Topic: Minister's domestic travel

Proof Hansard page: 28 (28/05/2014)

Senator STERLE asked:

Senator STERLE: I have heard the blessing of the chair just to wind up, so, Ms Cale, did you have that information I was seeking available for us now in relation to the minister's domestic travel?

Ms Cale: Because we are trying to pull together the locations as well as travelling officers for you I do not have that.

Senator STERLE: Could I have an indication of when, roughly, that will be available? I do not want it to go on notice, Ms Cale. Through you, Dr Grimes, and through you, Ms Evans, I am flagging exactly where I want to go.

Mr Glyde: Senator, can I just confirm that you are talking about portfolio-related—

Senator STERLE: I am looking at Dr Grimes and I am thinking: how is he doing that?

Mr Glyde: Sorry, my apologies.

CHAIR: He is hypnotising you!

Mr Glyde: We can provide you, during the day, the portfolio-related travel. That is what you are seeking?

Senator STERLE: That will do for a start. I understand you cannot do anything else. But the portfolio-related travel.

Ms Cale: Just to clarify then in relation to costs that we will have to defer to our colleagues at the Department of Finance.

Answer:

Costs of official travel by Ministers and Parliamentary Secretaries, and accompanying staff employed under the Members of Parliament (Staff) Act 1984 are paid for by the Department of Finance. Details of expenditure on entitlements (including domestic travel, car costs, overseas travel, travelling allowance, office facilities costs, office administrative costs and family travel) for all Senators and Members is compiled every six months in a report titled Parliamentarians'

Question: 98 (continued)

Expenditure on Entitlements paid by the Department of Finance. The reports and supporting information are published on the Department of Finance website.

With respect to officers travelling with the Minister, please see the response to Question on Notice 73 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 99

Division/Agency: Governance Division

Topic: SCoPI

Proof Hansard page: 63 (28/05/2014)

Senator STERLE asked:

Senator STERLE: How long has SCoPI been going, to the best of your knowledge?

Dr Grimes: I cannot tell you exactly how long it had been going for. There were, under the previous government, some changes to COAG committees as well. It may have been that its name changed around that time.

Ms Mellor: It did, yes.

Dr Grimes: So in its guise as SCoPI it would be maybe two, three or four years. We would have to take that on notice to give you an exact date.

Answer:

1. The Standing Council on Primary Industries (SCoPI) was launched in September 2011, replacing the Natural Resource Management Ministerial Council and the Primary Industries Ministerial Council. SCoPI held its first meeting (SCoPI 1) on 27 April 2012, and its final meeting (SCoPI 4) on 6 December 2013.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 100

Division/Agency: Governance Division

Topic: Minister domestic travel

Proof Hansard page: 84 (28/05/2014)

Senator STERLE asked:

Senator STERLE: Dr Grimes, are your officers any closer to providing my request for the minister's domestic travel, both parliamentary and ministerial?

Mr Glyde: That is what we were coming to.

Senator STERLE: I am sorry to jump the gun.

Mr Glyde: Early today Senator Sterle said we undertook to provide to the committee within the day the complete details of the minister's portfolio related travel. We have been trying to do that and I am here to tell you that we will not be able to do that. We are not able to give you a complete list of the minister's travel. We can provide the travel that we are aware of obviously through the departmental officers that would travel with the minister. We will need to go to the Department of Finance to get any of the travel that we are not aware of, particularly the costings of that travel. We can provide, as we have done in previous estimates, costings in relation to departmental staff travel. What I am saying is we will not be able to provide, during the course of this estimates hearing, the complete record. I guess I am here to disappoint.

Answer:

Please refer to the response to Question on Notice 85 from Budget Estimates.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 101

Division/Agency: Governance Division

Topic: Lobbyist register meeting

Proof Hansard page: written

Senator LUDWIG asked:

1. List all interactions between the department/agency with any representative listed on the lobbyist register since Additional Estimates in February, 2014. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting.
2. List all interactions between the Minister/parliamentary Secretary and/or their offices with any representative listed on the lobbyist register since Additional Estimates in February, 2014. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting.

Answer:

The Lobbying Code of Conduct does not require Government representatives to centrally document the information sought in relation to interactions with registered lobbyists. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 102

Division/Agency: Governance Division

Topic: Commissioned reports

Proof Hansard page: written

Senator LUDWIG asked:

1. Since Additional Estimates in February, 2014, how many Reports (including paid external advice) have been commissioned by the Minister, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
2. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?
3. What is the current status of each report? When is the Government intending to respond to these reports?

Answer:

One report was commissioned in the agriculture portfolio between 24 February 2014 and 30 April 2014. Refer to Table 1 for details.

Question: 102 (continued)

Table 1 – Reports (including paid external advice) commissioned by the Minister, department or agency in the Agriculture portfolio since the Additional Estimates in February 2014 (24 February 2014 to 30 April 2014).

Name of report	Development of a Risk Based Decision Framework (to be done by the Centre of Excellence for Biosecurity Risk Analysis, University of Melbourne)
Date of commission	24 March 2014.
Date report handed to government	Report not yet completed.
Date of public release	Report not yet completed.
Link to Terms of Reference	The terms of reference are part of the contract with Melbourne University, however have not been formally published.
Committee Members	Governance arrangements are under development.
Cost of report	\$241 500 GST inclusive.
Number/level of departmental staff involved with report	The project is being managed as part of business as usual activities. The project manager is at the SES level with assistance being provided by approximately four EL and APS staff during the initial stages.
Status of report	Work on the project is in its initial stages and it is anticipated that the project will be completed within 12-18 months.

May 2014

Agriculture

Question: 103

Division/Agency: Governance Division

Topic: Appointments

Proof Hansard page: Written

Senator LUDWIG asked:

1. Please detail any board appointments made from Additional Estimates in February 2014 to date.
2. What is the gender ratio on each board and across the portfolio?
3. Does the department have a gender ratio target and/or any other policy intended to increase the participation rate of women on boards? If yes, please specify what the target and policy is for each board.
4. Please specify when these gender ratio or participation policies were put in place.
5. Has there been any change to this ratio or policy since September 7, 2013? If yes, please detail.

Answer:

1. Board appointments made between February 2014 (Additional Estimates) and 28 May 2014 are listed in Attachment A.
2. The gender ratio for each portfolio board is provided at Attachment B. On 28 May 2014, the gender ratio across the portfolio was 37.3 per cent female and 62.7 per cent male (across 134 appointments).
3. The department uses the government's gender target for Australian Government boards, which is 40 per cent female and 40 per cent male with the remainder being of either gender. The need to consider gender diversity and the government's target is impressed upon all selection committees prior to a selection process being undertaken.
4. In 2010, the former government set the gender diversity target—40 per cent female, 40 per cent male and 20 per cent either gender—for government board positions. On 10 December 2013, Senator the Hon. Michaelia Cash wrote to all ministers confirming that this target would be maintained for the 2013–14 reporting period.

Question: 103 (Continued)

5. There is no gender ratio figure for the portfolio available for September 7, 2013; however, the gender ratio for the portfolio reported as at 19 November 2013 was 41.5 per cent women and 58.5 per cent men. The gender ratio at 28 May 2014 was 37.3 per cent female and 62.7 per cent male. There has been no change to the gender ratio policy since September 7, 2013.

Attachment A – Agriculture portfolio appointments made from 26 February 2014 to 28 May 2014

Body Name	Member	Position	Start date	End date
Australian Grape and Wine Authority Selection Committee	Dennis Mutton	Presiding Member	6/03/2014	30/11/2016
	Brian Englefield Andrew Weeks Paul Evans Alexandra Burt	Members	3/04/2014	30/11/2016
Cotton Research and Development Corporation Selection Committee	Joe Robinson	Presiding Member	6/05/2014	31/03/2017
Indonesia-Australia Partnership on Food Security in the Red Meat and Cattle Sector	Ms Catherine Marriott Mr Terry Nolan Mr Ken Warriner Mr Chris Barnes Mr Gary Stark	Members	7/03/2014	6/03/2017
Rural Industries Research and Development Corporation Selection Committee	Robert (Bob) Granger	Presiding Member	6/03/2014	31/12/2016
	Christine Hawkins Gary Sansom Alan Wilson Robbie Sefton	Members	7/05/2014	31/12/2016

Body Name	Member	Position	Start date	End date
Tasmanian Fruit and Vegetable Industry Taskforce	Michele Allan	Chairperson	17/03/2014	16/07/2014
	David Addison	Members	17/03/2014	16/07/2014
	Sally Chandler			
	Andrew Craigie			
	Simon Drum			
	Callum Elder			
	Stuart Greenhill			
	Lucy Gregg			
	Howard Hansen			
	Anthony Houston			
	Eric Hutchinson			
	Chris Oldfield			
	Michael Toby			

Broken line denotes difference positions and/or appointment terms.

Attachment B – Gender ratio for Agriculture boards and bodies from 26 February 2014 to 28 May 2014

Body	Member	Position	Start date	End date	Gender ratio
Agricultural Industry Advisory Council	Susan Bower	Member	30/01/2014	29/01/2015	Female: 3 (30%) Male: 7 (70%)
	David Moon	Member	30/01/2014	29/01/2015	
	Dean Wormald	Member	30/01/2014	29/01/2015	
	Eliza Brown	Member	30/01/2014	29/01/2015	
	Hamish McLaren	Member	30/01/2014	29/01/2015	
	Kevin Sorgiovanni	Member	30/01/2014	29/01/2015	
	Lenore Johnstone	Member	30/01/2014	29/01/2015	
	Luke Bowen	Member	30/01/2014	29/01/2015	
	Rob de Fegely	Member	30/01/2014	29/01/2015	
	Stuart Richey	Member	30/01/2014	29/01/2015	
Australian Fisheries Management Authority Commission	Michael Egan	Chairperson	1/03/2009	31/05/2014	Female: 3 (33.3%) Male: 6 (66.7%)
	Richard Stevens	Deputy Chairperson	30/12/2009	31/05/2014	
		Commissioner	1/07/2008	31/05/2014	
	James Findlay	Chief Executive Officer	27/09/2010	27/03/2016	
	Denise North	Commissioner	1/07/2008	31/05/2014	
	Ian Cartwright	Commissioner	1/07/2008	31/05/2014	
	Keith Sainsbury	Commissioner	1/07/2008	31/05/2014	
	Elizabeth Montano	Commissioner	1/03/2009	31/05/2014	
	Jennifer Goddard	Commissioner	1/03/2009	31/05/2014	
	John Glaister	Commissioner	1/03/2009	31/05/2014	
Australian Grape and Wine Authority Selection Committee	Dennis Mutton	Presiding Member	6/03/2014	30/11/2016	Female: 1 (20%) Male: 4 (80%)
	Brian Englefield	Member	28/03/2014	30/11/2016	
	Andrew Weeks	Member	28/03/2014	30/11/2016	
	Paul Evans	Member	28/03/2014	30/11/2016	
	Alexandra Burt	Member	28/03/2014	30/11/2016	

Body	Member	Position	Start date	End date	Gender ratio
Australian Landcare Council	Ronald Archer	Member	7/12/2012	3/06/2014	Female: 1 (50%)
	Lynne Strong	Member	12/10/2012	11/10/2014	Male: 1 (50%)
Australian Pesticides and Veterinary Medicines Authority	Kareena Arthy	Chief Executive Officer	1/01/2013	31/12/2017	Female: 1 (100%)
Australian Pesticides and Veterinary Medicines Authority Advisory Board	Lyn Fragar	Chairperson	13/11/2012	12/11/2015	Female: 4 (44.4%) Male: 5 (55.6%)
	Bronwyn Capanna	Member	13/11/2012	12/11/2015	
	David Lawson	Member	13/11/2012	12/11/2015	
	Gordon Reidy	Member	13/11/2012	12/11/2015	
	John Hassell	Member	13/11/2012	12/11/2015	
	Lisa Wade	Member	13/11/2012	12/11/2015	
	Roger Toffolon	Member	13/11/2012	12/11/2015	
	Sandra Baxendell	Member	13/11/2012	12/11/2015	
	Selwyn Snell	Member	13/11/2012	12/11/2015	
Biosecurity Advisory Council	Andrew Inglis	Chairperson	1/01/2012	30/06/2014	Female: 5 (55.6%) Male: 4 (44.4%)
	Clare Penniceard	Member	1/01/2012	30/06/2014	
	Dennis Witt	Member	1/01/2012	30/06/2014	
	Elizabeth Mattiske	Member	1/01/2012	30/06/2014	
	Joanne Daly	Member	1/01/2012	30/06/2014	
	John McKenzie	Member	1/01/2012	30/06/2014	
	Lisa Adams	Member	1/01/2012	30/06/2014	
	Rona Mellor	Member	1/01/2012	30/06/2014	
	Roly Neiper	Member	10/07/2012	30/06/2014	
Cotton Research and Development Corporation	Mary Corbett	Chairperson	13/08/2013	12/08/2016	Female: 2 (33.3%) Male: 4 (66.7%)
	Hamish Millar	Deputy Chairperson	13/11/2011	30/09/2014	
		Director	1/10/2011	30/09/2014	
	Cleave Rogan	Director	1/10/2011	30/09/2014	
	Lorraine Stephenson	Director	1/10/2011	30/09/2014	
	Michael Robinson	Director	1/10/2011	30/09/2014	
	Richard Haire	Director	1/10/2011	30/09/2014	

Body	Member	Position	Start date	End date	Gender ratio
Cotton Research and Development Corporation Selection Committee	Joe Robinson	Presiding Member	6/05/2014	31/03/2017	Male: 1 (100%)
Fisheries Research and Development Corporation	Harry Woods	Chairperson	1/09/2013	31/08/2016	Female: 2 (28.6%)

Body	Member	Position	Start date	End date	Gender ratio
	Brett McCallum	Deputy Chairperson	6/12/2012	31/08/2015	Male: 5 (71.4%)
		Director	9/09/2009	31/08/2015	
	Heather Brayford	Director	1/09/2009	31/08/2015	
	Renata Brooks	Director	1/09/2009	31/08/2015	
	Bruce Mapstone	Director	12/09/2012	31/08/2015	
	David Thomason	Director	12/09/2012	31/08/2015	
	Peter O'Brien	Director	12/09/2012	31/08/2015	
Fisheries Research and Development Corporation Selection Committee	Prudence McMichael	Chairperson	17/04/2012	16/04/15	Female: 1 (100%)
Grains Research and Development Corporation	Richard Clark	Chairperson	1/10/2013	30/09/2016	Female: 2 (25%) Male: 6 (75%)
	Kim Halbert	Deputy Chairperson	10/04/2012	30/09/2014	
		Director	4/11/2011	30/09/2014	
	Jennifer Goddard	Director	11/11/2008	30/09/2014	
	Jeremy Burdon	Director	4/11/2011	30/09/2014	
	Richard Brimblecombe	Director	4/11/2011	30/09/2014	
	Robert Lewis	Director	4/11/2011	30/09/2014	
	Sharon Starick	Director	4/11/2011	30/09/2014	
	John Woods	Director	8/03/2012	30/09/2014	
Grains Research and Development Corporation Selection Committee	Joanne Grainger	Presiding Member	27/05/11	31/03/2017	Female: 1 (100%)

Body	Member	Position	Start date	End date	Gender ratio
Grape and Wine Research and Development Corporation	Rory McEwen	Chairperson	3/04/2010	2/04/2016	Female: 4 (50%) Male: 4 (50%)
	Terry Hill	Deputy Chairperson	15/11/2011	31/08/2014	
		Director	21/09/2008	31/08/2014	
	Helen Garnett	Director	21/09/2008	31/08/2014	
	Anita Poddar	Director	1/09/2011	31/08/2014	
	Christopher Day	Director	1/09/2011	31/08/2014	
	Jan O'Connor	Director	1/09/2011	31/08/2014	
	Michele Allan	Director	1/09/2011	31/08/2014	
	Philip Laffer	Director	1/09/2011	31/08/2014	
Indonesia-Australia Partnership on Food Security in the Red Meat and Cattle Sector	Catherine Marriott	Member	7/03/2014	6/03/2017	Female: 1 (20%) Male: 4 (80%)
	Terry Nolan	Member	7/03/2014	6/03/2017	
	Ken Warriner	Member	7/03/2014	6/03/2017	
	Chris Barnes	Member	7/03/2014	6/03/2017	
	Gary Stark	Member	7/03/2014	6/03/2017	
National Rural Advisory Council	Mick Keogh	Chairperson	1/07/2012	30/06/2015	Female: 4 (50%) Male: 4 (50%)
	Alexandra Gartmann	Member	1/07/2012	30/06/2015	
	Kerry O'Brien	Member	1/07/2012	30/06/2015	
	Susan Brumby	Member	1/07/2012	30/06/2015	
	Fran Freeman	Member	25/07/2012	24/07/2015	
	Regina Fogarty	Member	25/07/2012	24/07/2015	
	Andrew Locke	Member	7/09/2006	21/08/2015	
	Mark King	Member	5/08/2013	4/08/2016	

Body	Member	Position	Start date	End date	Gender ratio
Rural Industries Research and Development Corporation	Daniela Stehlik	Chairperson	2/08/2013	1/08/2016	Female: 4 (50%) Male: 4 (50%)
	Merilyn Sleigh	Deputy Chairperson	06/09/2011	30/06/2014	
		Director	30/09/2008	30/06/2014	
	Alexander Campbell	Director	14/07/2008	30/06/2014	
	Roseanne Healy	Director	30/09/2008	30/06/2014	
	Alana Johnson	Director	1/07/2011	30/06/2014	
	Len Stephens	Director	1/07/2011	30/06/2014	
	Michael Guerin	Director	1/07/2011	30/06/2014	
	Samuel Archer	Director	1/07/2011	30/06/2014	
Rural Industries Research and Development Corporation Selection Committee	Robert (Bob) Granger	Presiding Member	6/03/2014	31/12/2016	Female: 2 (40%) Male: 3 (60%)
	Christine Hawkins	Member	7/05/2014	31/12/2016	
	Gary Sansom	Member	7/05/2014	31/12/2016	
	Alan Wilson	Member	7/05/2014	31/12/2016	
	Robbie Sefton	Member	7/05/2014	31/12/2016	
Statutory Fishing Rights Allocation Review Panel	Christopher Doogan	Principal Member	20/06/2013	19/06/2017	Female: 1 (33.3%) Male: 2 (66.7%)
	Gabrielle Cogan	Deputy Registrar*	18/03/2008	End of appt	
	Gordon Neil	Registrar*	10/05/2011	End of appt	

*Position held by departmental officer. Open-ended appointment, terminated by the minister at the advice of the department

Body	Member	Position	Start date	End date	Gender ratio
Tasmanian Fruit and Vegetable Industry Taskforce	Michele Allan	Chairperson	17/03/2014	16/07/2014	Female: 3 (23.1%) Male: 10 (76.9%)
	David Addison	Member	17/03/2014	16/07/2014	
	Sally Chandler	Member	17/03/2014	16/07/2014	
	Andrew Craigie	Member	17/03/2014	16/07/2014	
	Simon Drum	Member	17/03/2014	16/07/2014	
	Callum Elder	Member	17/03/2014	16/07/2014	
	Stuart Greenhill	Member	17/03/2014	16/07/2014	
	Lucy Gregg	Member	17/03/2014	16/07/2014	
	Howard Hansen	Member	17/03/2014	16/07/2014	
	Anthony Houston	Member	17/03/2014	16/07/2014	
	Eric Hutchinson	Member	17/03/2014	16/07/2014	
	Chris Oldfield	Member	17/03/2014	16/07/2014	
	Michael Toby	Member	17/03/2014	16/07/2014	
Wheat Industry Advisory Taskforce	Michele Allan	Chairperson	1/02/2013	1/07/2014	Female: 2 (28.6%) Male: 5 (71.4%)
	David Fulwood	Member	1/02/2013	1/07/2014	
	Graham Shields	Member	1/02/2013	1/07/2014	
	Imre Mencshelyi	Member	1/02/2013	1/07/2014	
	Mark Barber	Member	1/02/2013	1/07/2014	
	Mitch Morison	Member	1/02/2013	1/07/2014	
	Rebecca Reardon	Member	1/02/2013	1/07/2014	
Wine Australia Corporation	George Wahby	Chairperson	1/07/2012	30/06/2015	Females: 3 (37.5%) Male: 5 (62.5%)
	Kevin McLintock	Deputy Chairperson	11/08/2011	30/06/2014	
		Member	11/05/2011	30/06/2014	
	Anthony (Tony) Jordan	Member	11/05/2011	30/06/2014	
	Bill Moularadellis	Member	11/05/2011	30/06/2014	
	Brian Walsh	Member	11/05/2011	30/06/2014	
	Catherine (Kate) Thompson	Member	11/05/2011	30/06/2014	
	Josephine Rozman	Member	11/05/2011	30/06/2014	
	Susan Henderson	Member	11/05/2011	30/06/2014	

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 104

Division/Agency: Governance Division

Topic: Stationery requirements

Proof Hansard page: Written

Senator LUDWIG asked:

1. How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from Additional Estimates in February, 2014 to date?
 - a. detail the items provided to the minister's office
2. How much was spent on departmental stationary requirements from the Supplementary Budget Estimates in November 2013 to date.

Answer:

1. The department has made arrangements to provide stationery in line with ministerial entitlements to the Minister and Parliamentary Secretary's Offices. Since 25 February 2014 to 30 April 2014 the department has spent \$739.22.
 - a. Below is a list of the items provided to the minister's office:

Quantity	Description
2 boxes	Tea bag lipton pk/100 green
1 box	Sugar sachets
1 box	Clear A4 sheet protectors
6 sets	A4 Grey 1-5 Tab Dividers
20	Spirax Notebooks - 96 page
6 sets	A4 Grey 1-10 Tab Dividers
10 sets	A4 Grey 1012 Tab Dividers
20	Notebooks A5 – 300 pages
3 packs	Adhesive post-it 'sign here' tags

Question: 104 (continued)

Quantity	Description
10	A4 25mm Black Binders
15 packs	A4 clear plastic letter file pocket
1	Whiteboard – 900x600mm
1 packet	Arnott's biscuits
35 reams	A4 80gsm white paper multipurpose reflex carbon neutral
50 reams	A4 80gsm 100% recycled copy paper

2. For the period 19 November 2013 to 28 February 2014 please refer to response to Governance QoN 128 from the Additional Estimates hearing in February 2014. The stationery spend with the department's stationery supplier under the WoAG arrangements from 1 March 2014 to 30 April 2014 was \$156 314.00.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 105

Division/Agency: Governance Division

Topic: Electronic equipment

Proof Hansard page: Written

Senator LUDWIG asked:

1. Other than phones, ipads or computers – please list the electronic equipment provided to the Minister’s office since Additional Estimates in February, 2014.
 - a. List the items
 - b. List the items location or normal location
 - c. List if the item is in the possession of the office or an individual staff member of minister, if with an individual list their employment classification level
 - d. List the total cost of the items
 - e. List an itemised cost breakdown of these items
 - f. List the date they were provided to the office
 - g. Note if the items were requested by the office or proactively provided by the department

Answer:

Below is a list of electronic equipment provided to the minister’s office since Additional Estimates in February 2014:

Item	Location	Possession	Cost	Date Provided	Requested By
HP Laserjet 3015x	Minister's Office	Office	\$31.15/mth	14 May 2014	Requested by Minister's Office
Plantronics Bluetooth Headset	Minister's Office	Media Adviser	\$403.70	19 May 2014	Requested by Minister's Office

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Senate Estimates May 2014

Agriculture

Question: 106

Division/Agency: Governance

Topic: Media Monitoring

Proof Hansard page: Written

Senator LUDWIG asked:

1. The total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's Office from Additional Estimates to date.
 - a. Which agency or agencies provided these services?
 - b. What has been spent providing these services from Additional Estimates-to-date?
 - c. Itemise these expenses
2. The total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department from Additional Estimates-to-date.
 - a. Which agency or agencies provided these services?
 - b. What has been spent providing these services from Additional Estimates-to-date?
 - c. Itemise these expenses

Answers

Department of Agriculture

1.
 - a. iSentia Pty Ltd provides this service to the department, which in turn services the Minister's Office.
 - b. The total spent from Additional Estimates to 30 April, 2014 on media monitoring specifically requested by the Minister's Office is Nil.
 - c. N/A
2.
 - a. iSentia Pty Ltd provides this service to the department, as per 1a).
 - b. The total spent from Additional Estimates to 30 April, 2014 is \$54 682.
 - c. This expenditure comprised of daily press clippings, daily broadcast items, online articles and electronic transcripts.

Question: 106 (continued)

Australian Pesticides and Veterinary Medicines Authority (APVMA)

1. a. Nil
b. Nil
c. Nil
2. a. iSentia Pty Ltd and Meltwater Australia Pty Ltd provides this service to APVMA.
b. The total cost from Additional Estimates to 30 April, 2014 is \$4717.
c. This expenditure comprises of daily press clippings, daily broadcast items, online articles and electronic transcripts.

Wine Australia

1. a. Nil
b. Nil
c. Nil
2. a. Nil
b. Nil
c. Nil

Australian Fisheries Management Authority (AFMA)

1. a. Nil
b. Nil
c. Nil
2. a. iSentia Pty Ltd provides this service to AFMA.
b. The total cost from Additional Estimates to 30 April, 2014 is \$2969.
c. This expenditure comprised of daily press clippings, reports, daily broadcast items, online articles and electronic transcripts.

Cotton Research and Development Corporation

1. a. Nil
b. Nil
c. Nil
2. a. Nil
b. Nil
c. Nil

Fisheries Research and Development Corporation (FRDC)

1. a. Nil
b. Nil
c. Nil

Question: 106 (continued)

2. a. iSentia Pty Ltd provides this service to the FRDC.
 - b. The total spent from Additional Estimates to 30 April, 2014 is \$6712.
 - c. This expenditure comprised of daily press clippings, reports, daily broadcast items, online articles and electronic transcripts.

Grains Research and Development Corporation (GRDC)

1. a. Nil
 - b. Nil
 - c. Nil
2. a. iSentia Pty Ltd provides this service to GRDC.
 - b. The total spent from Additional Estimates to 30 April, 2014 is \$7163.
 - c. The total of this expenditure was spent on daily press clippings, reports, daily broadcast items, online articles, electronic transcripts and copyright.

Grape and Wine Research and Development Corporation

1. a. Nil
 - b. Nil
 - c. Nil
2. a. Nil
 - b. Nil
 - c. Nil

Rural Industries Research and Development Corporation (RIRDC)

1. a. Nil
 - b. Nil
 - c. Nil
2. a. iSentia Pty Ltd provides this service to RIRDC.
 - b. The total cost from Additional Estimates to 30 April, 2014 is \$7629.
 - c. The total of this expenditure was spent on daily press clippings, reports, daily broadcast items, online articles, electronic transcripts and media release distribution.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 107

Division/Agency: Governance Division

Topic: Reviews

Proof Hansard page: written

Senator LUDWIG asked:

1. Since Additional Estimates in February, 2014, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:
 - a. the date they were ordered
 - b. the date they commenced
 - c. the minister responsible
 - d. the department responsible
 - e. the nature of the review
 - f. their terms of reference
 - g. the scope of the review
 - h. Whom is conducting the review
 - i. the number of officers, and their classification level, involved in conducting the review
 - j. the expected report date
 - k. the budgeted, projected or expected costs
 - l. If the report will be tabled in parliament or made public
2. For any review commenced or ordered since Additional Estimates in February, 2014, have any external people, companies or contractors being engaged to assist or conduct the review?
 - a. If so, please list them, including their name and/or trading name/s and any known alias or other trading names
 - b. If so, please list their managing director and the board of directors or equivalent

Question: 107 (continued)

- c. If yes, for each is the cost associated with their involvement, including a break down for each cost item
 - d. If yes, for each, what is the nature of their involvement
 - e. If yes, for each, are they on the lobbyist register, provide details.
 - f. If yes, for each, what contact has the Minister or their office had with them
 - g. If yes, for each, who selected them
 - h. If yes, for each, did the minister or their office have any involvement in selecting them,
 - I. If yes, please detail what involvement it was
 - II. If yes, did they see or provided input to a short list
 - III. If yes, on what dates did this involvement occur
 - IV. If yes, did this involve any verbal discussions with the department
 - V. If yes, on what dates did this involvement occur
3. Since Additional Estimates in February, 2014, what reviews are on-going?
- a. Please list them.
 - b. What is the current cost to date expended on the reviews?
4. Since Additional Estimates in February, 2014, have any reviews been stopped, paused or ceased? Please list them.
5. Since Additional Estimates in February, 2014, what reviews have concluded? Please list them.
6. Since Additional Estimates in February, 2014, how many reviews have been provided to Government? Please list them and the date they were provided.
7. When will the Government be responding to the respective reviews that have been completed?
8. What reviews are planned?
- a. When will each planned review be commenced?
 - b. When will each of these reviews be concluded?
 - c. When will government respond to each review?
 - d. Will the government release each review?
 - i. If so, when?
 - ii. If not, why not?

Question: 107 (continued)

Answer:

The Department of Agriculture periodically undertakes reviews on various programs and policies relating to the work of the department.

Refer to Table 1 for reviews commissioned by the Minister, the Parliamentary Secretary or the department's executive that are currently being undertaken.

No such reviews have been completed in the Agriculture portfolio between 24 February 2014 and 30 April 2014.

Refer to Table 2 for reviews commissioned by the Minister, the Parliamentary Secretary or the department's executive that have not yet commenced.

Refer to Table 3 for reviews that are publically released.

The provision of the additional information requested would entail an unreasonable diversion of resources and/or is not currently collected by the department.

Question: 107 (continued)

Table 1 – Reviews currently being undertaken in the Agriculture portfolio, by nearest anticipated end date.

Review title	Anticipated end date	Estimated cost
Cost Recovery Arrangements – Short term review	30 June 2014	Absorbed through existing resources.
National Rural Advisory Council review of the Rural Financial Counselling Service	30 September 2014	\$85 000
Report on the effectiveness of the Exporter Supply Chain Assurance System	30 September 2014	Yet to be determined
National Agricultural Statistics Review	31 October 2014	\$243 821

Table 2 – Planned reviews that are yet to commence in the Agriculture portfolio, by anticipated end date.

Review title	Anticipated commencement date	Anticipated end date	Estimated cost
Examination of the Import Risk Assessment process	Late June/Early July 2014	October 2014	\$30 000 (plus staff costs)

Table 3 – Reviews that are publically available including hyperlink.

Review	Hyperlink
Australian National Audit Office (ANAO)	www.anao.gov.au/html/Files/Audit%20Work%20Programs/2013/mog_update.html#agriculture
Interim Inspector General of Biosecurity	www.igb.gov.au
Senate inquiries	www.aph.gov.au/Parliamentary_Business/Committees/Senate/Rural_and_Regional_Affairs_and_Transport

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 108

Division/Agency: Governance Division

Topic: Ministerial Motor vehicle

Proof Hansard page: Written

Senator LUDWIG asked:

1. Has the minister been provided with a motor vehicle since Additional Estimates in February, 2014? If so:
 - a. What is the make and model?
 - b. How much did it cost?
 - c. When was it provided?
 - d. Was the entire cost met by the department? If not, how was the cost met?
 - e. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 - f. Are these costs met by the department? If not, how are these costs met?
 - g. Please provide a copy of the guidelines that determine if a minister is entitled to a motor vehicle.
 - h. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.
 - i. Please provide a copy of the guidelines that determine how a minister is to use a motor vehicle they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 - j. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.

Answer:

1. No.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 109

Division/Agency: Governance Division

Topic: Ministerial Staff vehicles (non-MoPS)

Proof Hansard page: Written

Senator LUDWIG asked:

1. Outside of MoPS Act entitlements, have any of the Minister's staff been provided with a motor vehicle since Additional Estimates in February, 2014? If so:
 - a. What is the make and model?
 - b. How much did it cost?
 - c. When was it provided?
 - d. Was the entire cost met by the department? If not, how was the cost met?
 - e. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 - f. Are these costs met by the department? If not, how are these costs met?
 - g. Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.
 - h. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.
 - i. Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 - j. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.

Answer:

1. No.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 110

Division/Agency: Governance Division

Topic: Ministerial staff vehicles

Proof Hansard page: Written

Senator LUDWIG asked:

1. Have any of the Minister's staff been provided with a motor vehicle under the MoPS Act entitlements since Additional Estimates in February, 2014? If so:
 - a. What is the make and model?
 - b. How much did it cost?
 - c. When was it provided?
 - d. Was the entire cost met by the department? If not, how was the cost met?
 - e. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 - f. Are these costs met by the department? If not, how are these costs met?
 - g. Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.
 - h. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.
 - i. Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 - j. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.

Answer:

Details relating to motor vehicles for staff employed under the *Members of Parliament (Staff) Act 1984* is a matter for the Department of Finance.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 111

Division/Agency: Governance Division

Topic: Ministerial staff code

Proof Hansard page: Written

Senator LUDWIG asked:

1. Have there been any identified breaches of the Ministerial Staff Code of Conduct by the Minister, their office or the department? * If so, list the breaches identified, broken by staffing classification level * If so, what remedy was put in place to manage the breach? If no remedy has been put in place, why not? * If so, when was the breach identified? By whom? When was the Minister made aware?
2. Can the Minister confirm that all ministerial and electorate officers in their office comply fully with the ministerial staff code of conduct? * If not, how many staff don't comply, broken down by classification level? * How long have they worked for the Minister?
3. Can you confirm they all complied with the code on the date of their employment? * If not, on what date did they comply?
4. Can you confirm that all disclosures as required by the code were made to the government staffing committee? * If so, on what date were those disclosure made?
5. By position title list the date each staff member was approved by government staff committee.
6. Can you confirm all staff have divested themselves of any and all relevant shares as of the date of their appointment.
7. Can you list by number if any staff have been granted exception by the SMOS to remain a director of a company as allowed by the Ministerial Staff Code of Conduct, break down by position level.

Answer:

Ministerial staff code of conduct issues are a matter for the Special Minister of State.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Senate Estimates May 2014

Agriculture

Question: 112

Division/Agency: Governance

Topic: Media Training

Proof Hansard page: Written

Senator LUDWIG asked:

1. In relation to media training services purchased by each department/agency, please provide the following information from Additional Estimates to-date:
 - a. Total spending on these services
 - b. An itemised cost breakdown of these services
 - c. The number of employees offered these services and their employment classification
 - d. The number of employees who have utilised these services and their employment classification
 - e. The names of all service providers engaged
 - f. the location that this training was provided
2. For each service purchased from a provider listed under (1), please provide:
 - a. The name and nature of the service purchased
 - b. Whether the service is one-on-one or group based
 - c. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)
 - d. The total number of hours involved for all employees (provide a breakdown for each employment classification)
 - e. The total amount spent on the service
 - f. A description of the fees charged (i.e. per hour, complete package)
3. Where a service was provided at any location other than the department or agency's own premises, please provide:
 - a. The location used
 - b. The number of employees who took part on each occasion

Question: 112 (continued)

- c. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- d. Any costs the department or agency's incurred to use the location

Answer:

1.

- a. From Additional Estimates to 30 April 2014, no media training services were purchased by the department and the following portfolio agencies that are subject to the *Commonwealth Authorities and Companies Act* or the *Financial Management and Accountability Act* – RIRDC, Wine Australia, GWRDC, CRDC, GRDC and APVMA. AFMA purchased \$13 211 of media training services in this period.

- b. AFMA itemised breakdown of expenditure:

Component	Cost (\$)
Executive Media Skills Step1	4500
Executive Media Skills Step1	3500
Executive Media Skills Step1	3500
Administration fee	60
Production fee for on-site training	450

- c. The number of employees AFMA offered these services and their employment classification:

Number of employees	Classification
1	SES 1
7	EL2
1	EL1

- d. Media Manoeuvres was the service provider engaged.
- e. Training was provided at AFMA Office's in Canberra and Darwin.

2.

- a. The training titled *Executive Media Skills*, introduced AFMA executives to the skills and techniques required to effectively work with the media.
- b. The training was conducted in three sessions of three participants.
- c. See answer 1 c above.
- d. The total number of hours spent on training during the period:

Question: 112 (continued)

Number of employees	Classification	Hours
1	SES 1	3.5
3	EL2	4.5
4	EL2	3.5
1	EL1	3.5

e. See 1 a above.

f. This training was a complete package.

3. N/A, see 1 e above.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 113

Division/Agency: Governance Division

Topic: Question time

Proof Hansard page: Written

Senator LUDWIG asked:

1. How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?
2. How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification
3. Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office?
4. Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
 - a. If so, when does this occur?
 - b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
5. Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.

Answer:

1. One departmental officer.
2. The Department of Agriculture does not collect this information.
 - a. The Department of Agriculture does not collect this information.
3. Yes.
 - a. On Parliamentary sitting days.
 - b. One.

Question: 113 (continued)

4. Yes.
 - a. On Parliamentary sitting days.
 - b. The Department of Agriculture does not collect this information.
5. Information on briefing provided to ministers is not normally made publically available in order to maintain agencies ability to properly and effectively brief ministers.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 114

Division/Agency: Governance Division

Topic: Functions

Proof Hansard page: Written

Senator LUDWIG asked:

1. Provide a list of all formal functions or forms of hospitality conducted for the Minister since Additional Estimates in February, 2014. Include:
 - a. The guest list of each function
 - b. The party or individual who initiated the request for the function
 - c. The menu, program or list of proceedings of the function
 - d. A list of drinks consumed at the function
2. Provide a list of the current wine, beer or other alcoholic beverages in stock or on order in the Minister's office

Answer:

1 a., c. and d.

Since Additional Estimates hearing in February 2014 there has been one formal function conducted by the Minister. Details are outlined in the table below:

Question: 114 (continued)

Date	Attendees	Nature and Purpose of function	Drinks consumed
17 March 2014	The Hon. Barnaby Joyce MP Mr Koya NISHIKAWA, Member of House of Representatives, LDP Mr Takashi ANDO, Counsellor, Cabinet Secretariat Mr Yolchi WATANABE, Director, Ministry of Agriculture, Forestry and Fishery Mr Hajime KUBO, Researcher, LDP Mr Tsuyoshi SASAO, Official, Cabinet Secretariat Mr Hiroyuki YAMAGUCHI, Counsellor, Embassy of Japan Mr Norifumi KONDO, Counsellor, Embassy of Japan Ms Yukali KATO-ARMSTRONG, Interpreter	To discuss trade between Australia and Japan and other agricultural issues.	12 x tea/coffee

b. Minister Joyce.

2. The Department does not provide alcoholic beverages to the minister's office.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 115

Division/Agency: Governance Division

Topic: Red tape reduction

Proof Hansard page: Written

Senator LUDWIG asked:

1. Please detail what structures, officials, offices, units, taskforce or other processes has the department dedicated to meeting the government's red tape reduction targets?
 - a. What is the progress of that red tape reduction target?
2. How many officers have been placed in those units and at what level?
3. How have they been recruited?
4. What process was used for their appointment?
5. What is the total cost of this unit?
6. What is the estimated total salary cost of the officers assigned to the unit?
7. Do members of the unit have access to cabinet documents?
8. Please list the security classification and date the classification was issued for each officer, broken down by APS or SES level, in the red tape reduction unit or similar body.
9. What is the formal name given to this unit/taskforce/team/workgroup or agency within the department?

Answer:

1. A deregulation unit has been established in the department's Governance Division to coordinate the agriculture portfolio's implementation of the government's deregulation agenda. The unit is overseen by an internal working group that ensures coordination across the portfolio. Governance oversight has been assigned to the Legislative and Regulatory Reform Committee which in turn reports to the Executive Management Committee.
 - a. Deregulation activity in the agriculture portfolio reflects the complex range of regulatory responsibilities across the portfolio, with many early initiatives focusing on established regulatory reform programmes. Opportunities for

Question: 115 (continued)

- b. further reductions in regulatory burden are being explored in partnership with industry stakeholders.
2. There are currently eight officers in the department's deregulation unit, led by an SES Band 1 officer who has a broader role than deregulation matters. These staff are at the following levels:

SES1 (1/3 of role)
EL2—3.0FTE
EL1—2.0 FTE
APS6—1.7 FTE
APS3 (graduate)—1.0 FTE
Total

FTE=full time equivalent position.

Resourcing for the unit, including staffing levels and classifications, varies from time to time depending on the volume and nature of the work the unit is required to action.

3. The unit was established within current resources. The SES Band 1 officer is an existing position that has taken on additional responsibilities for deregulation. Seven of the eight staff have been redeployed from other roles, the graduate position is part of that officer's rotation under the department's 2014 graduate program.
4. Six positions were reassignments within the Governance Division and a seventh officer was transferred from elsewhere in the department.
5. The total estimated cost for the deregulation unit for 2013–14 is \$595 037 (GST exclusive).
6. The total estimated salary cost for the deregulation unit 2013–14 is \$518 598 (including leave and superannuation on-costs).
7. Yes
8. Deregulation Unit security classifications.

SES1	Negative Vetting 2	17 June 2008
EL2	Negative Vetting 1	7 December 2010
EL2	Baseline	16 October 2009
EL2	Baseline	21 July 2012
EL1	Baseline	16 March 2011
EL1	Baseline	5 May 2006
APS 6	Negative Vetting 1	14 February 2014
APS 6	Negative Vetting 1	5 May 2006
APS 3 (Graduate)	Negative Vetting 1	3 October 2013

9. Deregulation Unit

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

May 2014

Agriculture

Question: 116

Division/Agency: Governance Division

Topic: Official residences

Proof Hansard page: Written

Senator LUDWIG asked:

1. Provide a list of all formal functions conducted at any of the Official Residences, or for the Prime Minister's office or Prime Minister's Dining Room where it has been used in place of the official residences since Additional Estimates in February, 2014. Include:
 - a. the guest list of each function, including if any ministerial staff attended
 - b. the party or individual who initiated the request for the function
 - c. the menu, program or list of proceedings of the function
 - d. A list of drinks consumed at the function
2. Provide a list of the current wine, beer or other alcoholic beverages in stock or on order at any of the official residences, or venues or offices acting as official residences.

Answer:

The Department of Agriculture does not hold information regarding formal functions conducted at any of the Official Residences, or for the Prime Minister's office or Prime Minister's Dining room.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 117

Division/Agency: Governance Division

Topic: Travel costs – ministerial

Proof Hansard page: written

Senator LUDWIG asked:

1. From Additional Estimates in February, 2014, detail all travel conducted by the Minister/parliamentary secretary
2. List each location, method of travel, itinerary and purpose of trip;
3. List the total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals), and;
4. List the number of staff that accompanied the Minister/parliamentary secretary, listing the total costs per staff member, the class of airplane travelled, the classification of staff accompanying the Minister/parliamentary secretary.
5. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

1. – 3. Costs of official travel by Ministers and Parliamentary Secretaries, and accompanying staff employed under the Members of Parliament (Staff) Act 1984 are paid for by the Department of Finance. Details of expenditure on entitlements (including domestic travel, car costs, overseas travel, travelling allowance, office facilities costs, office administrative costs and family travel) for all Senators and Members is compiled every six months in a report titled Parliamentarians' Expenditure on Entitlements paid by the Department of Finance. The reports and supporting information are published on the Department of Finance website.
4. Please refer to the response to Question on Notice 73 from Budget Estimates (Travel costs – department) for costs for departmental officers that travelled with the Minister or Parliamentary Secretary, including costs for departmental officers who were acting as ministerial staff under the relief arrangements provided for in Ministers of State Entitlements.
5. Travel planned by the Minister and Parliamentary Secretary is a matter for the offices of the Minister and Parliamentary Secretary.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 118

Division/Agency: Governance Division

Topic: Senate estimates briefing

Proof Hansard page: Written

Senator LUDWIG asked:

1. How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?
2. How many officer hours were spent on preparing that information?
 - a. Please break down the hours by officer APS classification
3. Were drafts shown to the Minister or their office before senate estimates?
 - a. If so, when did this occur?
 - b. How many versions of this information were shown to the minister or their office?
4. Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
 - a. If so, when did this occur?
 - b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
 - c. When were the changes made?
5. Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.

Answer:

- 1-2. The provision of this information would entail a substantial diversion of resources and is not currently collected by the department.
3. No
4. No

Question: 118 (continued)

5. Information on briefing provided to ministers is not normally made publically available in order to maintain agencies ability to properly and effectively brief ministers.

Rural and Regional Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2014

Agriculture

Question: 119

Division/Agency: Governance Division

Topic: Briefings for other parties

Proof Hansard page: Written

Senator LUDWIG asked:

Since Additional Estimates in February, 2014 have any briefings and/or provision of information been provided to Non-Government parties other than the Australian Labor Party? If yes, please include:

- a. How are briefings requests commissioned?
- b. What briefings have been undertaken? Provide details and a copy of each briefing.
- c. Provide details of what information has been provided and a copy of the information.
- d. Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.
- e. How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.
- f. Which Non-Government Parties or Independents, excluding the Australian Labor Party have requested briefings and/or information?

Answer:

The Department of Agriculture provides information to the offices of the Minister and Parliamentary Secretary for their use in briefing a broad range of parliamentarians (including the Australian Greens, Independents and members of the Australian Labor Party).

In accordance with established practice, requests of the department by non-government parties for briefing or information are referred to the Minister's office.