

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	273
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Staffing - recruitment		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How many ongoing staff have been recruited this financial year to date? What classification are these staff?
2. How many non-ongoing positions exist or have been created this financial year to date? What classification are these staff?
3. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?

**Answer:**

1. 2 – both non-executive.
2. 0 – not applicable.
3. 0 – the average is 0 days.

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<b>Outcome:</b>	1	<b>Question No:</b>	274
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Staffing - recruitment 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How many ongoing staff were recruited in the year 2011-12? What classification were these staff?
2. How many non-ongoing staff were recruited in the year 2011-12? What classification were these staff?
3. How many contract staff left were recruited in the year 2011-12? What classification were these staff? What is the average length of their employment period?

**Answer:**

1. 12 – all non-executive.
2. Two specified term contract employment positions were recruited in 2011-12. These positions were non-executive.
3. Two specified term contract employment positions concluded in 2011-12. The average length of employment was 165.5 days. Both were non-executive.

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<b>Outcome:</b>	1	<b>Question No:</b>	275
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Staffing – separations 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How many ongoing staff left the agency in the year 2011-12? What classification were these staff?
2. How many non-ongoing staff left the agency in the year 2011-12? What classification were these staff?
3. How many contract staff left the agency in the year 2011-12? What classification were these staff?

**Answer:**

1. Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an ‘agency’ under the *Financial Management and Accountability Act 1997*. In 2011-12, four staff left the company, and all were non-executive.
2. Two specified term contract employment positions concluded in 2011-12. Both of these were non-executive.
3. Refer to the answer to part 2 above.

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<b>Outcome:</b>	1	<b>Question No:</b>	276
<b>Program:</b>	LCAL		
<b>Division/Agency:</b>	LCAL		
<b>Topic:</b>	Staffing – Reduction plans		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut.
2. If there are plans for staff reductions, please give the reason why these are happening.

**Answer:**

1. No.
2. Not applicable.

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<b>Outcome:</b>	1	<b>Question No:</b>	277
<b>Program:</b>	LCAL		
<b>Division:</b>	LCAL		
<b>Topic:</b>	Efficiencies		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Please detail how the agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (with reference to the media release issued by the Minister for Finance and Deregulation and the Special Minister of State on 25 September 2012:

[http://www.financeminister.gov.au/media/2012/mr\\_1982012.html](http://www.financeminister.gov.au/media/2012/mr_1982012.html)).

**Answer:**

This media release is not applicable to Low Carbon Australia Limited as it is:

- not a department of state;
- not an agency under the *Financial Management and Accountability Act 1997*; and
- not part of the public service under the *Public Service Act 1999*.

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<b>Outcome:</b>	1	<b>Question No:</b>	278
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Efficiencies – air travel		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates?
2. What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates?

**Answer:**

1-2. Please refer to the answer to Question No. 277.

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<b>Outcome:</b>	1	<b>Question No:</b>	279
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Efficiencies – consultants and contractors		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How will the use of external consultants and contractors be reduced?
2. How will this impact on the agency?
3. What are the estimated savings for each year over the forward estimates?

**Answer:**

1-3. Please refer to the answer to Question No. 277.

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<b>Outcome:</b>	1	<b>Question No:</b>	280
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Efficiencies – recruitment advertising		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How will the agency manage moving recruitment advertising online?
2. Will all future recruitment advertisement be online only? If not, please explain why.
3. What are the estimated savings for each year over the forward estimates?

**Answer:**

1-3. Please refer to the answer to Question No. 277.



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<b>Outcome:</b>	1	<b>Question No:</b>	281
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Efficiencies – printing costs		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How will printing costs be reduced? Please explain if and how the agency will reduce its printing costs by five per cent or, if it will not, why not?
2. How will it be determined what documents will no longer be printed?
3. What are the estimated savings for each year over the forward estimates?

**Answer:**

1-3. Please refer to the answer to Question No. 277.

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<b>Outcome:</b>	1	<b>Question No:</b>	282
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Recruitment advertising		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising?
2. Please list where recruitment advertising was listed online and in print media.
3. How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising?
4. Please list where recruitment advertising was placed online and in print media.

**Answer:**

1. \$4,492.42 GST inclusive. All of which was spent on online advertising.
2. Online with Seek (\$2,658.50) and online with LinkedIn (\$1,833.92).
3. \$1,430.46 GST inclusive to 31 October 2012. All of which was spent online.
4. Online with Seek (\$676.50) and online with LinkedIn (\$753.96).

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<b>Outcome:</b>	1	<b>Question No:</b>	283
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Printing costs		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How much was spent on printing 2011-12? Of this amount, how much was for printing documents?
2. How many documents (please include the amount of copies) were printed in 2011-12? How many of these printed documents were also published online? Of the documents that were printed in 2011-12, where were they delivered and what was the cost?
3. How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents?
4. How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published online?

**Answer:**

1. \$41,405.57 including GST was spent on printing documents (that is, both internally and externally).
2. This figure cannot be accurately calculated as the in-office printers calculate number of pages printed rather than the number of documents. All documents were either printed on site using a copy-printer or delivered at first instance to Low Carbon Australia Limited's Brisbane Office. All public marketing and communications documents are published online at [www.lcal.com.au](http://www.lcal.com.au), but not all documents are printed.
3. \$5,246.69 to 31 October 2012 including GST was spent on printing documents (that is, both internally and externally).
4. Please refer to the answer in part 2 above.

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**Outcome:** 1 **Question No:** 284  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Graduate recruitment  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs.
2. Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and detail costs.

**Answer:**

1.

<b>Amount Spent</b>	<b>Itemised and Detailed Costs</b>
\$0.00	N/A

2.

<b>Travel Incurred?</b>	<b>Itemised and Detailed Costs</b>
No.	N/A

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**Outcome:** 1 **Question No:** 285  
**Program:** LCAL  
**Division/Agency:** LCAL  
**Topic:** Graduate training  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. How much is estimated to be spent on 2013 Graduate Training? Please provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

1. \$0.00

Training to be provided	Reason	Estimated cost
None	N/A	\$0.00

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<b>Outcome:</b>	1	<b>Question No:</b>	286
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Government advertising - FYTD		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. What was the total cost of all advertising for the financial year to date?
2. Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.
3. Has the Department of Finance and Deregulation provided any advice about the advertising? Please provide details of each advertising item.
4. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Please provide details of each advertising item.
5. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Please provide the details for each advertising item.
6. Please provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.
7. What advertising – Campaign and Non-Campaign – and other communications programs is the department/agency undertaking and/or planning to undertake?

**Answer:**

1. \$1,430.46 GST inclusive to 31 October 2012.
2. The definitions referred to are not applicable to Low Carbon Australia Limited (LCAL) as previously advised in the answers to:
  - Supplementary Budget Estimates 2011-12 Question on Notice 150 of 17 October 2011;
  - Additional Estimates 2011-12 Question on Notice 153 of 13 February 2012; and

- Budget Estimates 2012-13 Question on Notice 180 of 21 May 2012.

The advertising was for recruitment. Please refer to the answer to Question on Notice No.282.

3. No.

4. No.

5. The Guidelines are not applicable as previously advised in the answers to:

- Supplementary Budget Estimates 2011-12 Question on Notice 150 of 17 October 2011;
- Additional Estimates 2011-12 Question on Notice 153 of 13 February 2012; and
- Budget Estimates 2012-13 Question on Notice 180 of 21 May 2012.

6-7. The definitions referred to are not applicable to LCAL as previously advised in the answers to:

- Supplementary Budget Estimates 2011-12 Question on Notice 150 of 17 October 2011;
- Additional Estimates 2011-12 Question on Notice 153 of 13 February 2012; and
- Budget Estimates 2012-13 Question on Notice 180 of 21 May 2012.

As previously advised in the answer to Additional Estimates 2011-12 Question on Notice 153 of 13 February 2012, and Budget Estimates 2012-13 Question on Notice 180 of 21 May 2012, LCAL has a regular program of communication with its clients and stakeholders, and is:

- advising existing and prospective clients of LCAL's new and existing finance products and eligibility criteria;
- advising existing and prospective clients of LCAL's Carbon Neutral Program under the National Carbon Offset Standard of developments and eligibility criteria; and
- advising the media and general public of specific developments by public announcement from time to time as necessary.

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<b>Outcome:</b>	1	<b>Question No:</b>	287
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Government advertising – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. What was the total cost of all advertising for 2011-12?
2. Is the advertising campaign or non-campaign advertising? Please provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.
3. Has the Department of Finance and Deregulation provided any advice about the advertising? Please provide details of each advertising item.
4. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Please provide details of each advertising item.
5. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Please provide the details for each advertising item.
6. Please provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services, that was undertaken in 2011-12.

**Answer:**

1. \$17,912.62 GST inclusive.



2-6. Please refer to the answer to Question on Notice No. 286. Relevant details of advertising are in the table below.

Purpose	Agency/Medium	Cost incl GST
Energy Efficiency Program: Request for Proposals	Mitchell and Partners Australia Pty Ltd	\$9,994.07
Energy Efficiency Program: Request for Proposals	AAP	\$575.09
Energy Efficiency Program: Request for Proposals	Communicator One Pty Ltd	\$700.00
Kingborough Council (Tas.) Announcement of Energy Efficiency Project funded by Low Carbon Australia	AAP	\$1,217.80
Company Directors Magazine Advertorial on Energy Efficiency Finance	Australian Institute of Company Directors Magazine	\$3,995.20
Recruitment	Seek	\$676.50
Recruitment	LinkedIn	\$753.96
<b>TOTAL</b>		<b>\$17,912.62</b>

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<b>Outcome:</b>	1	<b>Question No:</b>	288
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Hospitality and entertainment		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. What is the agency's hospitality spend for this financial year to date? Please detail date, location, purpose and cost of all events.
2. What is the agency's entertainment spend for this financial year to date? Please detail date, location, purpose and cost of all events.
3. What hospitality spend is the agency planning? Please detail date, location, purpose and cost of all events.
4. What entertainment spend is the agency planning? Please detail date, location, purpose and cost of all events.
5. Is the agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. The figures that appear within the schedules reflect the cost to the Company and are exclusive of GST where the Company is able to recoup the GST and inclusive of GST where this cost is not recoverable by the Company costs due to the nature of the entertainment expenditure.

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**Outcome:** 1 **Question No:** 289  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Hospitality and entertainment  
– 2011-12  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. What is the agency's hospitality spend for 2011-12? Please detail date, location, purpose and cost of all events.
2. What is the agency's entertainment spend for 2011-12? Please detail date, location, purpose and cost of all events.

**Answer:**

Low Carbon Australia is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. The figures that appear within the schedule reflect the cost to the Company and are exclusive of GST where the Company is able to recoup the GST and inclusive of GST where this cost is not recoverable by the Company due to the nature of the entertainment expenditure.

1. Please refer to the table below.

Hospitality Spend 2011-12			
Date	Location	Purpose	Cost
6/3/2012	Baker & McKenzie offices Sydney	Stakeholder Lunch Dr Nils Kok	\$1,796.63

2. Please refer to the table below.

Entertainment Spend 2011-12			
Date	Location	Purpose	Cost
2011-12	Various	Various LCAL staff entertainment of stakeholders	\$14,121.48

These costs generally occur from time to time as normal business engagement with stakeholders and business prospects, typically involving the purchase of food and/or beverage (e.g. lunch or coffee) for stakeholder consumption.

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<b>Outcome:</b>	1	<b>Question No:</b>	290
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Freedom of Information		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Has the agency received any updated advice on how to respond to FOI requests?
2. What is the total cost to the agency to process FOI requests for 2011-12? How many FOI requests did the agency receive in 2011-12? How many requests were denied and how many were granted? Did the agency fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?
3. What is the total cost to the agency to process FOI requests for this financial year to date?
4. How many FOI requests has the agency received for this financial year to date? How many requests have been denied and how many have been granted? Has the agency failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?

**Answer:**

1. No.
2.
  - i) \$0.00
  - ii) 0.
  - iii) None were processed.
  - iv) No.
  - v)-vi) Not applicable.
3. \$0.00

4. i) 0.  
ii) None were processed.  
iii) No.  
iv)-v) Not applicable.

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<b>Outcome:</b>	1	<b>Question No:</b>	291
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Consultancies		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. How many consultancies have been undertaken this financial year to date? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies.
2. 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.
3. How many consultancies were undertaken in 2011-12? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies.

**Answer:**

- 1-3. Regarding the applicability of this question to Low Carbon Australia Limited (LCAL), please refer to the answers given previously in the response to:
- Budget Estimates 2012-13 Question on Notice No.178 of 21 May 2012;
  - Additional Estimates 2011-12 Question on Notice No.150 of 13 February 2012; and
  - Supplementary Budget Estimates 2011-12 Question on Notice No.156 of 17 October 2011.

LCAL does not plan consultancies by calendar year. Consultancies are engaged on an as needed basis. LCAL is under a deadline to apply public funding by 30 June 2013. LCAL uses consultants as a cost-effective way to acquire:

- skills that are not available in house;
- those which are only required for a fixed temporary period;
- skills that are otherwise required temporarily for a specified task;

- skills that are required interstate or remote from LCAL's Brisbane headquarters;
- for urgently required skills that would take too long to recruit or pending a recruitment; and
- any combination of the above.

Details requested are provided in the tables below (please note, costs given below are for consultancies undertaken (that is, contracted) in the financial year per the question. Actual recognition of expense of cost figures below may occur in future financial years as the services were delivered in more than one financial year). Details for consultancies in calendar 2012 are marked with an asterisk (\*):

<b>Consultancies Undertaken in 2012-13 FYTD</b>				
<b>Date</b>	<b>Contractor</b>	<b>Task</b>	<b>Period</b>	<b>Cost (\$)</b>
3/7/2012	Bart Mellish*	Stakeholder management	3 months	\$16,500.00
3/7/2012	Siller Systems*	Review of recordkeeping for National Archives	1 month	\$11,011.36
17/7/2012	Helme Consulting*	Quantitative Research for Carbon Neutral Program	1 month	\$4,400.00
1/7/2012	Momentum 2*	Working with City of Sydney on Energy Efficiency opportunities	6 months	\$44,000.00
1/8/2012	LC Engineering *	Designing & developing a database & web interface for LCAL's persistence factor model	4 months	\$9,075.00
13/8/2012	Mercer*	Audit of financial model	1 month	\$11,976.80
1/9/2012	Benta Consulting*	Marketing and Communications	6 months	\$22,000.00
31/10/2012	Anita Lewis*	Website and materials	1 month	\$858.00
FYTD 31/10/2012	8 Total			\$119,821.16 GST Inclusive



<b>Consultancies Undertaken in 2011-12</b>				
<b>Date</b>	<b>Contractor</b>	<b>Task</b>	<b>Period</b>	<b>Cost (\$)</b>
21/09/2011	Trac-Car Pty Ltd	IT and systems architecture services for the assessment of the Software Business Modelling Technology	6 months	\$46,718.18
1/10/2011	Helme Consulting	Carbon Neutral Program Stakeholder satisfaction assessment tools and quality control	1 month	\$4,500.00
22/11/2011	Aurecon	EEP Reviews of Expressions of Interest	3 months	\$35,206.34
17/01/2012	Seed Advisory*	Energy Market Review report	1 month	\$32,526.50
22/02/2012	Siller Systems*	Review of Recordkeeping for National Archives	1 month	\$11,011.36
23/01/2012	University of Qld*	Update to the Carbon Offset Guide	6 months	\$3,333.30
23/05/2012	Hart Consulting Group*	Review and benchmark of employee remuneration	1 month	\$14,491.98
30/5/2012	City of Melbourne*	Funding towards Tenant Engagement Tool	12 months	\$110,000.00
14/6/2012	Odyssey Training*	IT document template solutions	1 month	\$493.18
30/04/2012	Anita Lewis*	Website development and materials development	2 months	\$6,375.00
1/5/2012	Momentum 2*	Working with City of Sydney on Energy Efficiency opportunities	6 months	\$22,000.00
24/06/2012	Ernst & Young*	Tax & Accounting advice in relation to economic impact on building owners of Efficiency Upgrade Agreements	3 months	\$18,700.00
29/6/2012	Seed Advisory*	Advice on Peak Generation in the NEM	1 month	\$14,300.00
As at EOFY 30/06/2012	13 Total			\$319,655.84

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<b>Outcome:</b>	1	<b>Question No:</b>	292
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media Monitoring – 2012-13		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

What was the total cost of media monitoring services, including press clippings, electronic media transcripts etc provided to the agency for this financial year to date?

- a. Which agency or agencies provided these services?
- b. What is the estimated budget to provide these services for the year 2012-13?
- c. What has been spent providing these services this financial year to date?

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

- a. There were two service providers: CCH Online and Media Monitors.
- b. The estimated budget to provide these services for the year 2012-13 is \$7,615.30.
- c. The total cost of services of the type indicated for the financial year to 31 October 2012 was \$1,195.48.

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<b>Outcome:</b>	1	<b>Question No:</b>	293
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media Monitoring – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etc provided to the department/agency for 2011-12?

- a. Which agency or agencies provided these services?
- b. What was the estimated budget to provide these services for the year 2011-12?

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an ‘agency’ under the *Financial Management and Accountability Act 1997*. The total cost of services of the type indicated for the 2011-12 financial year was \$4,585.13.

- a. There were two service providers: CCH Online and Media Monitors.
- b. The estimated budget to provide these same services in 2011-12 was \$5,000.00.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	294
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Social media protocols		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Have there been any changes since May 2012 Budget Estimates to agency social media or protocols about staff access and usage of YouTube, online social media such as Facebook, MySpace and Twitter and access to online discussion forums and blogs? If yes, please explain and provide copies of any advice that has been issued.

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	295
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Social media monitoring and protocols		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Does the agency monitor usage of social media?

If yes, provide details of the usage (for example, details could include average hours per employee, hours when usage peaks)

If no, will the agency monitor usage in the future?

2. Does social media impact on employee productivity? Please provide details (details could include increased internet usage in general or increased internet usage in standard business hours).

**Answer:**

1. Informal monitoring of social media usage occurs as part of general IT system monitoring, including blocking certain websites. LCAL has a busy, highly motivated, self-starting and professional complement of staff that simply does not require supervision to the point of metering usage of social media in the manner suggested by the question. All LCAL staff are seated in open plan offices which provides a further degree of mutual accountability. LCAL has no plans to further monitor usage in the future.
2. Yes. Various channels have their strengths and weaknesses, but anecdotal evidence in the office is that social media makes employees more productive in the following ways:
  - staff are able to distribute media releases etc more efficiently to newsgroups.
  - newsgroups (such as Twitter 'followers') self-manage their interest through their desired social media rather than requiring an LCAL response.
  - reduces level of staff time required to keep contact lists etc up to date.
  - are efficient means of staff retrieving and filtering relevant industry news.
  - is useful in identifying and recruiting staff; and
  - social media sites now provide real time updates on major announcements, relevant topics of interest etc that traditional forms of electronic media such as email distribution lists fail to achieve.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	296
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Internet problems		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency experienced any internet problems, such as but not limited to slow internet or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?

**Answer:**

Low Carbon Australia Limited (LCAL) occasionally experiences internet problems. The problems are usually a result of bandwidth throttling in the Sydney Office where we are part of a serviced office and share an internet connection into the building. Video-conferencing can be impacted through degradation of picture and sound quality and replication of database information can be slow. There was also one instance where damage to a Telstra cable in the Brisbane CBD meant LCAL (along with many businesses in the central business district) lost access for a short period. This did not impact the Minister's Office.

Please note LCAL is not an 'agency' under the *Financial Management and Accountability Act 1997* but is instead a company under the *Commonwealth Authorities and Companies Act 1997*.

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**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 297  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Staff amenities  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

What amenities are provided to staff? Please provide a list.

**Answer:**

<b>Amenity</b>	<b>Notes on provision</b>
Toilets	Please note: a) these are all provided as part of the lease in Brisbane b) all are provided as part of the lease in Sydney, except they do not have access to bicycle racks
Shower	
Lockers	
Kitchenette (sink, fridge, microwave)	
Hot Water/Chilled Water	
Access to bicycle racks	
Cupboards and Lockable drawers	Provided as part of lease in Sydney. Provided as part of fitout in Brisbane.
Tea and Coffee Machine	Provided as part of lease in serviced office in Sydney. Brisbane: refer answer to Question No.298 for further detail.
Breakout area	Provided as part of lease in Sydney. Provided as part of fitout in Brisbane.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	298
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Coffee machines		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Has the agency purchased coffee machines for staff usage? If yes, please provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
2. Why were coffee machines purchased?
3. Where did the funding for the coffee machines come from?
4. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date? Please include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1.
  - a. Yes in late 2010.
  - b. 1x Jura Espresso machine.
  - c. \$2,132.94.
  - d. Ongoing average cost of coffee averages at less than \$3.00 per calendar day or under \$1,000 per annum based on historic consumption.
  - e. 18/11/2010.
2. To make tea and coffee for both staff and the many stakeholders and customers who attend meetings at LCAL's offices.



3. Funding from the Australian Government in 2010 under an Initial Funding Agreement for establishment costs of the Company was used in the purchase of the coffee machine.
4.
  - a. Staff are responsible for day-to-day maintenance of the machine. In the event of a breakdown, LCAL will organise maintenance from a Jura service agent.
  - b. 2011-12: \$307.55. 2012-13 FYTD: \$0.
  - c. 2011-12: General maintenance, replace filter.
  - d. Core Administrative Funding from the Australian Government.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	299
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – Hawker Britton		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	300
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – Shannon’s Way		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed Shannon’s Way in any capacity or is it considering employing Shannon’s Way? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	301
<b>Program:</b>	LCAL		
<b>Division/Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – John Utting & UMR Research		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the 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 (including the work undertaken and the cost).

**Answer:**

No.

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<b>Outcome:</b>	1	<b>Question No:</b>	302
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – McCann-Erickson		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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<b>Outcome:</b>	1	<b>Question No:</b>	303
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – Cutting Edge		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	304
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – Ikon Communications		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	305
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – CMAX Communications		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.



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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	306
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – Boston Consulting Group		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).

**Answer:**

No.

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<b>Outcome:</b>	1	<b>Question No:</b>	307
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors – McKinsey & Company		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has the agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.

**Answer:**

No.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	308
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Contractors - General		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

What contractors have been employed by the agency? If yes, provide details (including the work undertaken and the cost).

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. For the purposes of this answer, 'contractors' includes consultants and non-ongoing contracted staff.

Consultants – please refer to the answer to Question on Notice No. 291.

Non-ongoing contracted staff – as at 31 October 2012 there were no non-ongoing contracted staff.

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<b>Outcome:</b>	1	<b>Question No:</b>	309
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Government payment of accounts		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. For this financial year to date, has the agency paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?
  - a. If not, why not? Please provide details, including 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.
  - b. For accounts not paid within 30 days, is interest being paid on overdue amounts and, if so, how much has been paid by the agency for the current financial year and the previous financial year?
  - c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?
  
2. For 2011-12, did the agency pay its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?
  - a. If not, why not? Please provide details, including 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.
  - b. For accounts not paid within 30 days, is/was interest being paid on overdue amounts and, if so, how much has been paid by the agency for the current financial year and the previous financial year?
  - c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?
  - d. Have all accounts from 2011-12 been paid? If not, why not?

**Answer:**

1. Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. Please note it is therefore not subject to this policy (Finance Circular 2012/02). However, notwithstanding the above, the answer is 'Yes'.
2. Yes.

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<b>Outcome:</b>	1	<b>Question No:</b>	310
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Stationery requirements		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. What are the agency's stationery costs for the financial year to date?
2. What were the agency's stationery costs for 2011-12?

**Answer:**

1. Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an agency under the *Financial Management and Accountability Act 1997*. The agency's stationary costs for the 2012-13 financial year are \$2,527.28, as at 31 October 2012.
2. The agency's stationery costs for 2011-12 were \$13,285.97.

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	311
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media subscriptions		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your pay TV subscription?
  - a. If yes, please provide the reason why, the cost and what channels.
  - b. What is the cost for this financial year to date?
  
2. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your newspaper subscriptions?
  - a. If yes, please provide the reason why, the cost and what newspapers.
  - b. What is the cost for this financial year to date?
  
3. Has there been any change since the 2012-13 Budget Estimates (May 2012) to your magazine subscriptions?
  - a. If yes, please provide the reason why, the cost and what magazines.
  - b. What is the cost for this financial year to date?
  
4. What was the 2011-12 cost for:
  - a. TV subscriptions
  - b. Newspaper subscriptions
  - c. Magazine subscriptions

**Answer:**

1. No.
  - a. Not applicable.
  - b. \$0 to 31 October 2012.

2. No.
  - a. Not applicable.
  - b. \$11.05 per month x 4 months for *The Australian* online only GST inclusive to 31 October 2012.
  
3. No.
  - a. Not applicable.
  - b. \$0 to 31 October 2012.
  
4.
  - a. \$0.
  - b. \$1,175.40 GST inclusive.
  - c. \$0.



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**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 312  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Travel costs  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

For the financial year to date, please detail all travel for agency officers. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an agency under the *Financial Management and Accountability Act 1997*.

In order to provide the Senator with the fullest information available, the following information is provided for the financial year to date:

<b>Classification</b>	<b>Expense</b>
Accommodation	\$11,501.35
Air Travel – International	Nil
Air Travel – Domestic*	\$45,370.27
Car Parking	\$2,121.16
Taxis and Fares	\$12,485.05
Meals whilst Travelling	\$1,619.69
Mileage Reimbursement	No longer applicable – ATO now classify as an allowance which is recorded on the PAYG summary
Company Directors Travel and Subsistence	\$21,152.52
Total	\$94,250.04
*Please note purchased class of domestic travel for all LCAL staff is typically economy.	

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	313
<b>Program:</b>	LCAL		
<b>Division/Agency:</b>	LCAL		
<b>Topic:</b>	Travel costs – policy, lounge membership and support staff		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.
2. Are lounge memberships provided to any employees? If yes, please detail what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.
3. When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.

**Answer:**

1. As previously advised in the answer to Question on Notice No. 189 from the May 2012 Budget Estimates hearing, the guidelines cited are not applicable. The cited circulars are applicable to agencies governed by the *Financial Management and Accountability Act 1997*. Low Carbon Australia Limited (LCAL) is a public *Corporations Act 2001* company governed by the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.
2. As previously advised in the answer to Question on Notice No. 189 from the May 2012 Budget Estimates hearing, lounge memberships are not provided to any employees.
3. Not applicable – as previously advised in the answer to Question on Notice No. 189 from the May 2012 Budget Estimates hearing, LCAL is not staffed under the *Public Service Act 1999* and has no Senior Executive Staff.

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**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 314  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Travel costs – 2011-12  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

For 2011-12, please detail all travel for agency officers. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an ‘agency’ under the *Financial Management and Accountability Act 1997*.

In order to provide the Senator with the fullest information available, the following information is provided for the 2011-12 financial year:

<b>Classification</b>	<b>Expense</b>
Accommodation	\$53,770.34
Air Travel - International	\$0.00
Air Travel - Domestic	\$183,270.59
Car Parking	\$4,724.54
Taxis and Fares	\$59,003.70
Meals whilst Travelling	\$11,336.28
Mileage Reimbursement	\$2,287.44
Company Directors Travel & Subsistence	\$60,718.64
Total	\$375,111.53
*Please note purchased class of domestic travel for all LCAL staff is typically economy.	

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**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	315
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Legal services		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. What sum did the agency spend on legal services for this financial year to date within the agency? Please provide a list of each service and costs.
2. What sum did the agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did the agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.
4. What sum did the agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

**Answer:**

1. Low Carbon Australia Limited is a *Corporations Act 2001* public company governed by the *Commonwealth Authorities and Companies Act 2001* and is not a *Financial Management and Accountability Act 1997* 'agency'. The Company has spent this financial year to date \$104,996.95 on in-house staff providing legal services, covering Compliance, the Energy Efficiency Program and the Carbon Neutral Program.

2.-3. Details requested are in the table below:

<b>Date</b>	<b>Private Firm OR AGS</b>	<b>Description</b>	<b>Cost \$</b>
1/7/2012	Thomsons Lawyers	Agreement with State of NSW	\$4,043.55
YTD	DibbsBarker	Compliance matters as well as Financing agreements	\$152,214.04
27/7/2012	Corrs Chambers Westgarth	RFP Documents	\$5,324.76
1/8/2012	Clayton Utz	Compliance	\$6,930.73
3/10/2012	Clayton Utz Brisbane	Secondment to LCAL to draft EEP finance agreements and undertake compliance activities	\$17,325.00
YTD	Macrossans Lawyers	Compliance & NCOS advice	\$4,504.35
YTD	TressCox Lawyers (formerly Macrossans)	Compliance & NCOS advice	\$2,913.90
31/7/2012	Baker and McKenzie	EEP financing	\$3,725.12
TOTAL PRIVATE			\$196,981.45
TOTAL AGS			NIL
GRAND TOTAL FYTD to 31/10/2012			\$196,981.45

4. \$0.00

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**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 316  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Legal services – 2011-12  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. What sum did the agency spend on legal services for 2011-12? Please provide a list of each service and costs.
2. What sum did the agency spend on legal services for 2011-12 from the Australian Government Solicitor? Please provide a list of each service and costs.
3. What sum did the agency spend on legal services for 2011-12 from private firms? Please provide a list of each service and costs.
4. What sum did the agency spend on legal services for 2011-12 from other sources? Please provide a list of each service and costs.

**Answer:**

1. Low Carbon Australia Limited (LCAL) is a *Corporations Act 2001* public company governed by the *Commonwealth Authorities and Companies Act 2001* and is not a *Financial Management and Accountability Act 1997* agency. LCAL spent \$253,085.27 on in-house staff providing legal services, covering compliance, the Energy Efficiency Program and the Carbon Neutral Program.

2-3 Details requested are in the table below:

<b>Date</b>	<b>Private Firm OR AGS</b>	<b>Description</b>	<b>Cost (\$)</b>
29/07/2011	Macrossans Lawyers	Advice and assistance with drafting of Carbon Neutral Customer Agreement under National Carbon Offset Standard	617.91
29/07/2011	Macrossans Lawyers	Funding Agreement advice	607.68
29/07/2011	Macrossans Lawyers	Advice and assistance with drafting of Carbon Neutral Customer Agreement under National Carbon Offset Standard	577.46

29/07/2011	Macrossans Lawyers	Advice and assistance with drafting of Carbon Neutral Customer Agreement under National Carbon Offset Standard	12,161.18
19/08/2011	Baker and McKenzie	Advice on Structured Finance Facility under Energy Efficiency Program	19,761.94
30/08/2011	Macrossans Lawyers	Funding Agreement advice	406.85
30/08/2011	Macrossans Lawyers	Advice and assistance with drafting of Carbon Neutral Customer Agreement under National Carbon Offset Standard	2,239.49
31/08/2011	DibbsBarker	Advice on various Structured Finance Facilities under Energy Efficiency Program	10,716.00
31/08/2011	DibbsBarker	General Commercial IP Matters	700.40
1/09/2011	Clayton Utz	Regulatory issues & Compliance advice	2,011.80
1/09/2011	Clayton Utz	Regulatory issues & Compliance advice	3,074.40
1/09/2011	Clayton Utz	Regulatory issues & Compliance advice	3,953.40
12/09/2011	Baker and McKenzie	Advice on Structured Finance Facility under Energy Efficiency Program	18,922.50
30/09/2011	Macrossans Lawyers	NCOS Legal Advice	406.85
28/09/2011	Thomsons Lawyers	Advice on Employment Contract	247.50
30/09/2011	DibbsBarker	Advice and assistance with drafting various Structured Finance Facilities under Energy Efficiency Program	6,864.00
30/09/2011	DibbsBarker	Competition & Consumer Law Compliance Program	2,500.00
1/10/2011	DibbsBarker	Trade Mark Advice and Registration	6,730.63
1/10/2011	DibbsBarker	General Commercial IP Matters	4,419.00
31/10/2011	DibbsBarker	Advice and assistance with drafting loan agreement under Energy Efficiency Program	13,282.15
25/11/2011	Norton Rose Aust	Advice and assistance with drafting loan agreement under Energy Efficiency Program	3,966.70
29/11/2011	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	1,560.00
29/11/2011	DibbsBarker	Advice and assistance with drafting loan agreement under Energy Efficiency Program	2,562.48
1/12/2011	Clayton Utz	Advice and assistance with drafting loan agreement under Energy Efficiency Program	3,177.30
1/12/2011	Clayton Utz	Linked Credit Provider Advice	3,781.20

21/12/2011	Clayton Utz	AML/CTF Program Review	1,200.00
21/12/2011	Clayton Utz	Review of AML/CTF Standard Terms	1,363.63
22/12/2011	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	572.00
22/12/2011	DibbsBarker	Advice and assistance with drafting loan agreement under Energy Efficiency Program	1,250.00
23/12/2011	Macrossans Lawyers	NCOS Legal Advice	364.00
23/12/2011	Macrossans Lawyers	General Contractual Advice	591.50
23/12/2011	Macrossans Lawyers	Advice on Employment Contracts	450.00
30/12/2011	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	11,978.58
30/01/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	364.00
30/01/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	20,441.50
31/01/2012	DibbsBarker	Advice on Trademark Protection	2,522.50
1/02/2012	Clayton Utz	Advice on Linked Credit Provider considerations in loan products	2,000.00
17/02/2012	Baker & McKenzie	Advice on Structured Finance Facility under Energy Efficiency Program	296.80
21/02/2012	Barrington Leather	Energy Performance Contract Preparation	18,157.00
29/02/2012	Macrossan Lawyers	NCOS Legal Advice	318.50
1/03/2012	DibbsBarker	Advice and assistance with drafting various Structured Finance Facilities under Energy Efficiency Program	16,110.42
1/03/2012	DibbsBarker	Advice on Logo Protection	598.00
1/03/2012	Clayton Utz	Linked credit provider advice	1,285.00
13/03/2012	DibbsBarker	Advice on Trademark Protection	1,922.09
1/04/2012	DibbsBarker	Advice on Logo Protection	2,427.27
1/04/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	13,243.56
30/04/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	1,542.59



1/05/2012	Clayton Utz	Compliance matters	3,135.50
2/05/2012	Norton Rose	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	2,652.40
10/05/2012	Baker & McKenzie	Advice on Environmental Upgrade Agreement	1,753.40
31/05/2012	Macrossan Lawyers	Compliance	2,535.72
31/05/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	13,491.23
28/06/2012	Clayton Utz	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	18,028.15
29/06/2012	Macrossans Lawyers	Compliance	798.25
29/06/2012	DibbsBarker	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	17,074.93
29/06/2012	Clayton Utz	Advice and assistance with drafting Structured Finance Facility under Energy Efficiency Program	13,500.00
Total Private Firms			\$297,217.34
Total AGS			\$0
Grand Total 2011-12			\$297,217.34

4. For the 2011-12 financial year, the agency spent \$0 on legal services from other sources.

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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	317
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Education expenses – change in guidelines		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Has there been a change since the 2012-13 Budget Estimates (May 2012) to the agency's guidelines on study? If yes, please provide details.

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an agency under the *Financial Management and Accountability Act 1997*.

Since the 2012-13 Budget Estimates (May 2012), there have been no changes to the agency's guidelines on study.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 318  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Education expenses - FYTD  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

For this financial year to date, please detail all education expenses (i.e. in-house courses and tertiary studies) for the agency. Please include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Please also include the reason for the study and how it is beneficial for the agency.

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. As at 31 October 2012, the answer is as follows:

Education Expenditure 2012-13 FYTD					
Type of course	Cost per participant	Number of participants and classification level	Days of study leave granted	Reason for study	Benefit for LCAL
Short Course (Graduate diploma level subject)	\$4,872.50 average	2 Non Exec	1 x 3 days 1 x 5 days	To enhance understanding of finance – evaluation of competing projects, improved credit assessment capability, etc.	Employees have duties covering negotiation of finance arrangements with third parties as well as evaluation of financial and environmental benefits of different projects.

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 319  
**Program:** LCAL  
**Agency:** LCAL  
**Topic:** Education expenses – 2011-12  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

For 2011-12, please detail all education expenses (i.e. in-house courses and tertiary studies) for the agency. Please include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Please also include the reason for the study and how it is beneficial for the agency.

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. The answer is as follows:

Education Expenditure 2011-12					
Type of course	Cost per participant	Number of participants and classification level	Days of study leave granted	Reason for study	Benefit for LCAL
Tertiary Studies	\$544.70 Partial reimbursement (30%) of course fees for Bachelor of Laws	1 Non Exec	4 days	To gain legal qualification	Employee has duties covering compliance and corporate governance matters

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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	320
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Executive Coaching and Leadership Training - FYTD		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. In relation to executive coaching and/or other leadership training services purchased by the agency, please provide the following information for this financial year to date:
  - i. Total spending on these services
  - ii. The number of employees offered these services and their employment classification
  - iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
  - iv. The names of all service providers engaged

For each service purchased from a provider listed under (iv), 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
- d. The total number of hours involved for all employees (please 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)

2. Where a service was provided at any location other than the agency's own premises, please provide:
  - a. the location used
  - b. the number of employees who took part on each occasion (please provide a breakdown for each employment classification)
  - c. the total number of hours involved for all employees who took part (please provide a breakdown for each employment classification)
  - d. any costs the agency incurred to use the location

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an agency under the *Financial Management and Accountability Act 1997*.

1. As at 31 October 2012, \$0 has been spent and no service providers have been engaged by the agency in relation to executive coaching and/or other leadership training services for this financial year to date:
2. Not applicable.

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	321
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Executive Coaching and Leadership Training – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. In relation to executive coaching and/or other leadership training services purchased by the agency, please provide the following information for 2011-12:
  - i. Total spending on these services
  - ii. The number of employees offered these services and their employment classification
  - iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
  - iv. The names of all service providers engaged

For each service purchased from a provider listed under (iv), 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
- d. The total number of hours involved for all employees (please 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)

2. Where a service was provided at any location other than the agency's own premises, please provide:
  - a. The location used
  - b. The number of employees who took part on each occasion (please provide a breakdown for each employment classification)
  - c. The total number of hours involved for all employees who took part (please provide a breakdown for each employment classification)
  - d. Any costs the agency incurred to use the location

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. As at End of Financial Year 2011-12:
  - a. \$0.00
  - b. 0
  - c. 0
  - d. None were engaged.
2. Not applicable.



**Senate Standing Committee on Environment and Communications  
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**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	322
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media training		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. In relation to media training services purchased by the agency, please provide the following information for this financial year to date:
  - i. Total spending on these services
  - ii. The number of employees offered these services and their employment classification
  - iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
  - iv. The names of all service providers engaged

For each service purchased from a provider listed under (iv), 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 (please 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)

2. Where a service was provided at any location other than the agency's own premises, please provide:
  - a. The location used
  - b. The number of employees who took part on each occasion
  - c. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
  - d. Any costs the agency incurred to use the location

**Answer:**

- 1-2. Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. There were no services of the type specified procured within 2012-13 FYTD.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	323
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media training 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. In relation to media training services purchased by the agency, please provide the following information for 2011-12:
  - i. Total spending on these services
  - ii. The number of employees offered these services and their employment classification
  - iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
  - iv. The names of all service providers engaged

For each service purchased from a provider listed under (iv), 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 (please 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).

2. Where a service was provided at any location other than the department's own premises, please provide:
  - a. the location used
  - b. the number of employees who took part on each occasion
  - c. the total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
  - d. any costs the agency incurred to use the location.

**Answer:**

- 1-2 Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an agency under the *Financial Management and Accountability Act 1997*.

There were no services of this type procured within the 2011-12 financial year.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	324
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Paid parental leave		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Please list how many staff in the agency are eligible to receive payments under the Government's Paid Parental Leave scheme?
2. For this financial year to date please list how many staff and their classification are in receipt of Paid Parental Leave scheme payments.
3. For 2011-12 to date please list how many staff and their classification are in receipt of these payments.

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. Please refer to the response to Supplementary Budget Estimates 2011-12 Question on Notice No. 176 of 17 October 2011.
2. No LCAL staff are in receipt of these payments.
3. The 2011-12 financial year terminated at 30 June 2012 and there were no staff in receipt of these payments during that year.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	325
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Corporate Cars		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):
  - a. How cars are owned by each agency?
  - b. Where is the car/s located?
  - c. What is the car/s used for?
  - d. What is the cost of each car for this financial year to date?
  - e. How far did each car travel this financial year to date?
  
2. For 2011-12:
  - a. How cars are owned by each agency?
  - b. Where is the car/s located?
  - c. What is the car/s used for?
  - d. What was the cost of each car?
  - e. How far did each car travel?

**Answer:**

- 1-2. Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. LCAL does not and has never owned any cars.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 326  
**Program:** LCAL  
**Division/Agency:** LCAL  
**Topic:** Taxi costs  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. How much did the agency spend on taxis this financial year to date? Please provide a breakdown of each business group in each department/agency. What are the reasons for taxi costs?
2. How much did the agency spend on taxis in 2011-12? Provide a breakdown of each business group in each agency. What are the reasons for taxi costs?

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. Car Rental, Taxis and Fares expenses for the financial year to date (31 October 2012) are as follows:

Program Operations	\$ 6,898.38
Corporate	\$ 5,714.38
<b>TOTAL</b>	<b>\$ 12,612.76</b>

Note that the expenses provided are Car Rental, Taxis and Fares. It is not possible to report taxi fares separately as LCAL accounts do not capture this level of detail.

The primary reasons for taximeter costs are as follows:

- LCAL is primarily based in Brisbane and services the country nationally from this base.
- Staff need to travel to secure business.
- Two LCAL staff are based in Sydney.
- Staff need to travel between Offices.
- LCAL does not operate a corporate fleet of vehicles.

- LCAL does not offer any car parks to staff.
- LCAL does not pay an allowance for vehicle purchase or leasing.
- Public transport schedules and services do not always suit travel or business arrangements.
- In many instances, taximeter services are a more effective use of funds that enables staff members to be more productive than if they were waiting for scheduled public transport services between meetings.

Circumstances in which staff access taximeter services are as follows:

- Staff member is travelling to or from airport.
- Staff member is travelling with luggage.
- Staff member is on interstate business.
- Staff member is attending a function on behalf of business.
- Staff member worked back late and caught taxi for reasons of personal safety.
- Staff member is called in and public transport was not readily available. For example, public holiday.
- Staff member or package delivery required to travel urgently or unexpectedly.
- Multiple staff travelling and cheaper to hire taxi than pay multiple scheduled public transport fares.

2. Car Rental, Taxis and Fares expenses for the 2011-12 financial year are as follows:

Program Operations	\$ 30,188.26
Corporate	\$ 28,815.44
<b>TOTAL</b>	<b>\$ 59,003.70</b>

Note that the expenses provided are Car Rental, Taxis & Fares. It is not possible to report taxi fares separately as LCAL accounts do not capture this level of detail. The reasons for the costs are the same as in the answer to part 1 of the question above.



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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	327
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Credit Cards		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Please provide a breakdown for each employment classification that has a corporate credit card.
2. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):
  - a. What action is taken if the corporate credit card is misused?
  - b. How is corporate credit card use monitored?
  - c. What happens if misuse of a corporate credit card is discovered?
  - d. Have any instances of corporate credit card misuse have been discovered? Please list staff classification and what the misuse was, and the action taken.
  - e. What action is taken to prevent corporate credit card misuse?
3. For 2011-12 how many instances of corporate credit card misuse were there? Please list staff classification and what the misuse was, and the action taken.

**Answer:**

1. Fifteen Low Carbon Australia Limited staff have a corporate credit card. Two staff are executive employees and 13 staff are non-executive employees.
2. There have been no changes to the answers to these questions since Budget Estimates 2012-13 of 21 May 2012.
3. There have been zero instances of misuse detected for Financial Year 2011-12.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	328
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Electronic Equipment		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Is electronic equipment (such as iPad, laptop, wireless card, vasco token, BlackBerry, mobile phone (list type if relevant), thumb drive) provided to agency staff? If yes, please provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. Please refer to Question on Notice No. 199 from 21 May 2012 Budget Estimates hearing.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	329
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Electronic equipment – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

If electronic equipment (such as iPad, laptop, wireless card, Vasco token, BlackBerry, mobile phone (list type if relevant), thumb drive) was provided to agency staff for 2011-12, please provide details of what was provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*. Please refer to Question on Notice No. 199 from the May 2012 Budget Estimates hearing.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

**Outcome:** 1 **Question No:** 330  
**Program:** LCAL  
**Division/Agency:** LCAL  
**Topic:** Electricity purchasing  
**Hansard Page EC:** Written

**Senator Birmingham asked:**

1. Provide details of any update of the agency's electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).
2. What were the agency's actual electricity costs for 2011-12, and what are the budgeted costs for 2012-13?
3. What are the agency's electricity costs for this financial year to date?

**Answer:**

1. Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and not an 'agency' under the *Financial Management and Accountability Act 1997*. There has been no change to LCAL's purchasing agreement since Budget Estimates 2012-13 of 21 May 2012.
- 2-3. The answers are as follows:

<b>Year</b>	<b>Expense</b>
2011-12 Actual	\$6,903.60
2012-13 Budget	\$7,590.00
2012-13 YTD*	\$2,503.48
*To 31 October 2012.	

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	331
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Briefings for the Australian Greens		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Have any briefings been provided to the Australian Greens? 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. Have any briefings requests been unable to proceed? If yes, provided details of what the briefings were and why it could not proceed.
- d. How long is spent undertaking briefings for the Australian Greens? How many staff are involved and how many hours? Please provide a breakdown for each employment classification.

**Answer:**

Low Carbon Australia Limited (LCAL) is not a briefing agency and does not generally undertake the type of ministerial briefing typically performed by policy-making and regulatory Departments and agencies responsible for core functions of government. LCAL does not maintain records of briefing requests by political affiliation or non-affiliation.

- a. No briefings have been commissioned.
- b. No briefings have been commissioned.
- c. No briefings have been commissioned.
- d. No briefings have been commissioned.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	332
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Briefings for the Australian Greens – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Were any briefings been provided to the Australian Greens in 2011-12? 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. Have any briefings requests been unable to proceed? If yes, provided details of what the briefings were and why it could not proceed.
- d. How long is spent undertaking briefings for the Australian Greens? How many staff are involved and how many hours? Provide a breakdown for each employment classification.

**Answer:**

Please refer to the answer to Question on Notice No. 331.

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	333
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Briefings for Independents		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Have any briefings been provided to Independents? 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. Have any briefings requests been unable to proceed? If yes, provided details of what the briefings were and why it could not proceed.
- d. How long is spent undertaken briefings for Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.

**Answer:**

Please refer to the answer to Question on Notice No. 331.

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	334
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Briefings for Independents – 2011-12		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Were any briefings been provided to Independents in 2011-12? 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. Have any briefings requests been unable to proceed? If yes, provided details of what the briefings were and why it could not proceed.
- d. How long is spent undertaking briefings for Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.

**Answer:**

Please refer to the answer to Question on Notice No. 331.



**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	335
<b>Program:</b>	LCAL		
<b>Division/Agency:</b>	LCAL		
<b>Topic:</b>	Shredders		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. Did the agency purchase any shredders in 2011-12? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.
2. Has the agency purchased any shredders since Budget Estimates 2011-12 (May 2012)? If yes, please provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

**Answer:**

Low Carbon Australia Limited is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. No.
2. No.

**Senate Standing Committee on Environment and Communications  
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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	336
<b>Program:</b>	LCAL		
<b>Division/Agency:</b>	LCAL		
<b>Topic:</b>	Protective security policy framework		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Please provide an update for your agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any agency specific policies and procedures.

**Answer:**

Low Carbon Australia Limited is:

- a company under the *Commonwealth Authorities and Companies Act 1997*;
- not an ‘agency’ under the *Financial Management and Accountability Act 1997*; and
- is not within the class of *Commonwealth Authorities and Companies Act 1997* bodies to which the *Protected Security Policy Framework: Securing Government business* (approved 6 June 2010, version 1.4) is applicable in accordance with paragraph 4.1.4 of that document.

**Senate Standing Committee on Environment and Communications  
Legislation Committee**

**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	337
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Media/Comms staff		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

Please provide – in relation to all public relations, communications and media staff – the following:

1. How many ongoing staff, the classification, the type of work they undertake and their location?
2. How many non-ongoing staff, their classification, type of work they undertake and their location?
3. How many contractors, their classification, type of work they undertake and their location?

**Answer:**

1. As at 31 October 2012, there are three ongoing staff with positions of the type indicated. All three staff are classified as non-executive and are located in Brisbane. Work undertaken includes public communications, public relations, media, stakeholder management, marketing, internal communications, website maintenance, website development, events management, design and printing and/or procurement of the same, and liaison with Low Carbon Australia Limited's customers, co-finance partners and other stakeholders in relation to the same.
2. As at 31 October 2012, there are no specified term contract positions of the type indicated.
3. Refer to the answer in part b.

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**Supplementary Budget Estimates, 15 October 2012**

**Answers to Questions on Notice**

**Climate Change and Energy Efficiency Portfolio**

<b>Outcome:</b>	1	<b>Question No:</b>	338
<b>Program:</b>	LCAL		
<b>Agency:</b>	LCAL		
<b>Topic:</b>	Grants pause		
<b>Hansard Page EC:</b>	Written		

**Senator Birmingham asked:**

1. To date, how much of the 2012-13 budget appropriations has your agency received?
2. For 2012-13 please list each grant program your agency administers, and the total funding of each program.
  1. Please list each grant program that has not been paused as part of the Government-wide grants pause.
  4. Please provide the total cash value of each program that has not been paused?
  5. Please list each grant program that has been "paused" as part of the Government-wide grants pause.
  6. Please provide the total cash value of each program that has been paused, and the total value of all grants paused?
  7. On what date did your agency receive advice from the government to pause certain grants programs?
    - a. How was the instruction received, and from whom was it received?
  8. Please list the dates on which the Minister for Finance met with senior agency officials to discuss the grants pause and on which the Minister overseeing your agency met with senior department officials
  9. From what date was your agency told to implement the grants pause? When did it do so?
  10. Has your agency been provided with information regarding when the grants pause would end?
    - a. If so, what was the date?

- b. Was your agency advised if it could communicate when the grants pause would end to grant applicants?
11. Please provide the advice your agency gave to Department of Finance regarding which programs should be included in the grants pause.
12. Did your agency receive advice/instruction from the Department of Finance regarding how best to communicate the grants pause to grant applicants, the media and other external stakeholders?
13. What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.
14. Has your agency been advised by the Department of Finance of further grants pauses in the future? If so:
  - a. When did you receive notification of future grants pauses?
  - b. What is the date of future grants to be paused?
  - c. Which grants programs will be paused?
  - d. What is total value of pauses in future grants programs?
  - e. When will notification of these future grants pauses be made public?
15. How many staff are employed to administer grant programs within the agency?
16. During the Grants Pause, with what activities have these staff been involved? Have staff been moved to other divisions during the grants pause?
17. During the Grants Pause, were decisions on grants being made, but applicants not alerted?

**Answer:**

Low Carbon Australia Limited (LCAL) is a company under the *Commonwealth Authorities and Companies Act 1997* and is not an 'agency' under the *Financial Management and Accountability Act 1997*.

1. \$0.00
- 2.-7. Not applicable – LCAL is not a grant making entity.
8. LCAL has no insight into this matter as LCAL is not a grant making entity.
9. LCAL is not a grant making entity, so it did not have any grants to pause.

10. Yes.

a. 22 October 2012.

b. No.

11.-17. Not applicable – LCAL is not a grant making entity.