

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
ADDITIONAL ESTIMATES 2012-2013

Finance and Deregulation Portfolio

Department/Agency: Department of Finance and Deregulation

Outcome/Program: General

Topic: Coffee Machines

Senator: Ryan

Question reference number: F74

Type of question: Written

Date set by the committee for the return of answer: Tuesday, 2 April 2013

Number of pages: 3

Question:

- a) Has the department/agency purchased coffee machines for staff useage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- b) Why were coffee machines purchased?
- c) Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
- d) Where did the funding for the coffee machines come from?
- e) Who has access?
- f) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- g) What are the ongoing costs of the coffee machine, such as the cost of coffee?
- h) Does the department/agency rent coffee machines for staff useage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- i) Why are coffee machines rented?
- j) Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result?
- k) Where does the funding for the coffee machines come from?
- l) Who has access?

- m) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- n) What are the ongoing costs of the coffee machine, such as the cost of coffee?

Answer:

- a) – b) Yes, one machine since the last response (F83 October 2012 Supplementary Budget Estimates). Refer to the attached.
- c) Providing information on staff productivity in relation to coffee machines is not possible as the data is not readily available.
- d), f), g) Refer to the attached and previous response (F83 October 2012 Supplementary Budget Estimates).
- e) Departmental staff.
- h) No
- i) – n) N/A.

Coffee machines purchased by the Department of Finance and Deregulation between 1 November 2012 and 31 January 2013

Type of coffee machine	Cost \$	Amount	Ongoing costs such as coffee	Purchased	Reason for purchasing coffee machine	Funding source for purchase of machine	Maintenance responsibility	Maintenance costs YTD & source of funding maintenance
Nescafe Dulce Gusto	299 (inc GST)	1	\$192 (exc GST) Coffee pods \$21 (inc GST) Freight	2012	The machine was purchased for use by Finance officers in Parliament House who are unable to leave the office for long periods during the day as queues in Parliament House are extensive.	Departmental funds.	Finance officers are responsible for maintenance of the machine.	Nil for FYTD. Department

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Finance and Deregulation Portfolio

Department/Agency: Australian Electoral Commission

Outcome/Program:

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Answer:

- a) No.
- b) – g) N/A.
- h) No.
- i) – n) N/A.

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
ADDITIONAL ESTIMATES 2012-2013

Finance and Deregulation Portfolio

Department/Agency: ComSuper

Outcome/Program:

Topic: Coffee Machines

Senator: Ryan

Question reference number: F74

Type of question: Written

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Answer:

- a) Yes. Please refer to the response to question F83 from October Supplementary Budget Estimates 2012.
- b) Both machines were originally purchased to service ComSuper's Conference and Boardroom facilities. One of the machines is now predominately used and fully paid for by staff.
- c) No.
- d) Departmental funds.
- e) A small number of staff have access to the machine to make coffee for significant meetings in the conference room and for external guests.
- f) ComSuper is responsible for maintenance of both the machines. \$579.00 (GST inclusive) has been spent on general maintenance this financial year to date. This cost was funded from departmental funds.
- g) ComSuper spends a small amount on purchasing coffee and milk for one of the machines. To attempt to detail this cost would involve an unnecessary diversion of resources. Consumables for the other machine are paid for by the staff using it
- h) No.
- i) - n) N/A.

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
ADDITIONAL ESTIMATES 2012-2013

Finance and Deregulation Portfolio

Department/Agency: Commonwealth Superannuation Corporation

Outcome/Program:

Topic: Coffee Machines

Senator: Ryan

Question reference number: F74

Type of question: Written

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Answer:

- a) – b) Please refer to Commonwealth Superannuation Corporation's response to question F83 asked at Supplementary Budget Estimates 2012.
- c) No; yes.
- d) Please refer to Commonwealth Superannuation Corporation's response to question F83 asked at Supplementary Budget Estimates 2012.
- e) All CSC staff and visitors
- f) B&K Coffee repairs
- July 2012-FYTD maintenance cost \$0
 - HR & Business Services budget
- g) Ongoing cost is coffee beans – FYTD =\$648
- h) No.
- i) – n) N/A.

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Finance and Deregulation Portfolio

Department/Agency: Future Fund Management Agency

Outcome/Program:

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Answer:

- a) Yes. Please refer to the response to question F83 from October Supplementary Budget Estimates 2012.
- b) In response to staff suggestions to reduce time spent outside the office.
- c) While we do not specifically monitor this, it does appear that staff who use the machine leave the office less during business hours.
- d) Normal budgeting arrangements.
- e) All staff.
- f) Staff are responsible for maintenance of the coffee machine. Nothing has been spent on maintenance.
- g) None.
- h) No.
- i) – n) N/A.