

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 01

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Whole-of-Government Stationery Arrangement

**Proof Hansard Page/s:** 12 (25/05/11)

**Senator Colbeck asked:**

**Senator COLBECK:** How will things like the proposed changes in procurement for stationery affect your department?

**Mr Mrdak:** We anticipate some small savings that will be available through that. I will just refer to my chief operating officer, Mr Banham, who might be able to give you some more detail. We anticipate those whole-of-government issues will provide savings for the department, which we will be able to then apply to other things that we do.

**Mr Banham:** We anticipate savings from the whole-of-government stationery of maybe about 10 to 15 per cent at this point in time.

**Senator COLBECK:** What does that constitute—a percentage of what?

**Mr Banham:** I would have to take that on notice—our total stationery bill for the year.

**Answer:**

The Department anticipates expenditure on stationery to be approximately \$500,000 for the 2010-2011 Financial year.

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**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 02

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Secondments to other departments

**Proof Hansard Page/s:** 13 (25/05/11)

**Senator Colbeck asked:**

**Senator COLBECK:** How many do you have on secondment to other departments?

**Mr Mrdak:** I would have to check. I do not think we have any at the moment.

**Senator COLBECK:** If you could provide that to us on notice and a breakdown of where people are, if they are.

**Mr Mrdak:** Certainly.

**Answer:**

The Department of Infrastructure and Transport currently has 6 secondments to other departments.

- 1 - Department of Finance and Deregulation
- 1 - Prime Minister and Cabinet
- 1 - Attorney-General's Department
- 2 - National Threat Assessment Centre
- 1 - Australian Transport Safety Bureau

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 03

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Funding paid to specific organisations

**Proof Hansard Page/s:** Written

**Senator Birmingham asked:**

Has the Department provided any funding to any of the following organisations in the current financial year or in any of the previous three financial years? If so, please detail when it was provided and for what purpose.

- a. Australian Conservation Foundation
- b. Australian Council of Trade Unions
- c. Australian Youth Climate Coalition
- d. Climate Action Network Australia
- e. The Climate Institute
- f. Environment Victoria
- g. GetUp!
- h. Greenpeace Australia Pacific
- i. World Wildlife Fund Australia

**Answer:**

No.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 04

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Total permanent, temporary and contractors by headcount from 1<sup>st</sup> July 2010 to 31<sup>st</sup> May 2011

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) How many permanent staff has the Department recruited this FYTD?
- 2) What classifications are these staff?
- 3) How many temporary positions exist or have been created by the Dept this FYTD?
- 4) This FYTD, how many employees have been employed on contract and what is the average length of their employment period?

**Answer:**

- 1) The Department recruited 146 Permanent (Ongoing) staff from 1<sup>st</sup> July 2010 to 31 May 2011.
- 2) Permanent\* staff classifications are as follows:

<b>Classification</b>	<b>Total Headcount</b>
Graduates	18
APS 2	2
APS 3	1
APS 4	16
APS 5	34
APS 6	30
EL1	33
EL2	9
SES	3

*\*Permanent staff include appointments, promotions, rehire and transfer at level.*

- 3) The Department had 80 temporary (Non-Ongoing commencements and cessations) positions from 1<sup>st</sup> July 2010 to 31 May 2011.
- 4) The Department engaged 140 contractors (an employee paid by a Recruitment Agency/third party to contract to the department/workplace for a specified period of time) and the average length of employment is 63.64 days per contractor.

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**Infrastructure and Transport**

**Question no.:** 05

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Staff reductions as a result of the efficiency dividend

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) Have staffing numbers been reduced as a result of the efficiency dividend and/or other budget cuts?
- 2) If so, where and at what classification?
- 3) Are there any plans for staff reduction? If so, please advise details ie. reduction target, how this will be achieved, services/programs to be cut etc.
- 4) What changes are underway or planned for graduate recruitment, cadetships or similar programs? If reductions are envisaged please explain including reasons, target numbers etc.

**Answer:**

- 1) No.
- 2) N/A.
- 3) No.
- 4) No changes or reductions are envisaged for graduate recruitment or cadetships.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 06

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Communications Campaigns

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What communications programs has the Department/Agency undertaken, or are planning to undertake?
- 2) For each program, what is the total spend?

**Answer:**

- 1) For the current financial year to 31 May 2011, the Department has not undertaken any communication campaigns/programs and have no campaigns planned to date.
- 2) Nil.

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**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 07

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Official hospitality and entertainment

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What is the Department's hospitality spend FYTD?
- 2) Please detail date, location, purpose and cost of all events.
- 3) For each Minister and Parliamentary Secretary office, please detail total hospitality spend FYTD.
- 4) Please detail date, location, purpose and cost of each event.
- 5) What is the Department's entertainment spend FYTD?
- 6) Please detail date, location, purpose and cost of all events.
- 7) For each Minister and Parliamentary Secretary office, please detail total entertainment spend FYTD.
- 8) Please detail date, location, purpose and cost of each event.

**Answer:**

- 1) The Department's expenditure on official hospitality for the purposes of building and maintaining relationships with clients and stakeholders to 31 May 2011 is \$32,105.45.
- 2) The date, location, purpose and costs of all events is detailed in Attachment A.
- 3) Nil.
- 4) N/A.
- 5) Nil - The Department does not pay for entertainment.
- 6) N/A.
- 7) Nil.
- 8) N/A.

**07 – Attachment A**

**Rural Affairs and Transport Legislation Committee**

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**07 Attachment A**

<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost (\$)</b>
12/07/2010	Official hospitality during AirServices negotiations between Australia & Cambodia.	Phnom Penh	418.98
12/07/2010	Industry & Australian Federal Police Planning and liaison issues dinner	Sydney	127.04
5/08/2010	Reimburse DFAT for Ambassadors' reception - Washington	Washington	455.58
31/08/2010	International Civil Aviation Organisation official hospitality	Montreal	113.79
30/09/2010	International Civil Aviation Organisation official hospitality	Montreal	7,466.89
31/10/2010	International Civil Aviation Organisation official hospitality	Montreal	1,137.04
31/12/2010	International Civil Aviation Organisation official hospitality	Montreal	1,521.56
21/10/2010	Aviation and security dinner	Samoa	1,650.26
31/01/2011	International Civil Aviation Organisation official hospitality	Montreal	184.39
10/12/2010	Official hospitality for Port Vila delegates	Vanuatu	453.78
1/03/2011	Infrastructure Australia official hospitality	Sydney	44.91
1/03/2011	Infrastructure Australia official hospitality	Sydney	40.91
20/04/2011	International Civil Aviation Organisation official hospitality	Montreal	36.37
30/04/2011	International Civil Aviation Organisation official hospitality	Montreal	224.10
25/02/2011	Infrastructure Australia official hospitality	Sydney	137.50
8/12/2010	Official hospitality for the Lags trial-feedback on the ease of use of equipment.	Sydney	292.00
9/12/2010	Infrastructure Australia official hospitality	Sydney	45.45
31/07/2010	Official hospitality for United Arab Emirates delegation	Sydney	693.64
2/08/2010	Official hospitality for CEO, Council of Capital Cities	Canberra	22.72
11/08/2010	Meeting with CEO Green Building	Sydney	63.63
9/08/2010	Official hospitality for the Capital Cities Planning Workshop for representatives	Sydney	1,919.00
23/08/2010	Official hospitality for the National Infrastructure priorities meeting	Sydney	927.54
24/08/2010	Infrastructure Australia official hospitality	Sydney	35.04
1/09/2010	Official hospitality for Infrastructure Australia board and Port of Townsville representatives	Townsville	289.09
14/09/2010	Official hospitality for the New Zealand Treasury representatives	Sydney	22.73
21/09/2010	CEO Australasian Railway Association	Sydney	292.64
8/10/2010	Infrastructure Australia official hospitality	Sydney	86.82
11/10/2010	Official Hospitality for the Head of the OECD following press release	Canberra	60.00
20/10/2010	Official hospitality for visiting officers from US Transportation Security Administration in relation to the revalidation of the Australian Air Cargo Security Arrangements.	Sydney	214.91
5/11/2010	Meeting with Shire President of Roebourne	Sydney	227.27
30/11/2010	Infrastructure Australia official hospitality	Sydney	272.73
18/12/2010	Official hospitality for the Airports Consultative Forum	Canberra	537.21
20/01/2011	Official hospitality for the Australia and Vietnam delegations	Canberra	632.05
3/02/2011	Official hospitality for the Solomon Island delegation	Canberra	134.73
17/02/2011	Official hospitality for the Belgium delegation	Canberra	555.91
22/02/2011	Official hospitality for the Cargo Security meeting	Sydney	551.22
17/03/2011	Official hospitality for the Australian-Indonesian Aviation Security Bilateral meeting	Canberra	1,054.09



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<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Cost (\$)</b>
29/03/2011	Meeting in relation to the Maldon to Dumbarton project	Wollongong	136.36
6/01/2011	Infrastructure Australia official hospitality	Perth	110.79
13/07/2010	Official Hospitality with CEO of Council of Capital City Lord Mayors	Sydney	66.82
20/07/2010	Infrastructure Australia official hospitality	Sydney	89.50
26/08/2010	Infrastructure Australia official hospitality	Sydney	42.91
14/09/2010	Infrastructure Australia official hospitality	Sydney	53.41
22/09/2010	Infrastructure Australia meeting to discuss Indigenous Infrastructure	Sydney	41.61
7/10/2010	Infrastructure Australia official hospitality	Canberra	123.54
11/10/2010	Infrastructure Australia official hospitality	Sydney	78.66
16/12/2010	Infrastructure Australia official hospitality	Sydney	156.48
23/12/2010	Infrastructure Australia official hospitality	Sydney	72.93
31/01/2011	Infrastructure Australia official hospitality	Sydney	42.41
31/01/2011	Official hospitality for the Australian Leadership Fellowship Award-Fellowships visit to Australia for officials from Indonesia undertaking maritime security professional development	Canberra	194.54
16/02/2011	Infrastructure Australia official hospitality	Sydney	43.14
18/02/2011	Infrastructure Australia official hospitality	Sydney	81.88
24/03/2011	Meeting with NSW Infrastructure Coordinator	Sydney	55.57
24/01/2011	Official Hospitality for attendees travelling from Kempsey to Northern NSW Regional Office for the Slim Dusty Foundation - Better Regions Program	Newcastle	57.91
8/09/2010	Aviation and Airports Meeting relating to airports categorisation	Sydney	38.64
12/10/2010	Official hospitality for the Infrastructure Australia council meeting (deposit payment)	Hobart	181.82
29/10/2010	Official hospitality for the National Transport and Logistics Workforce	Canberra	873.19
10/11/2010	Official hospitality for the Airports Consultative Forum	Canberra	454.54
26/11/2010	Official hospitality for the Infrastructure Australia board meeting	Hobart	831.36
3/12/2010	Official hospitality for the Airports Consultative Forum	Canberra	1,291.60
5/03/2011	Official hospitality for the Colombian delegate	Hobart	140.30
16/03/2011	Post ACSAG official hospitality attendees	Canberra	182.27
14/08/2010	Official hospitality for the Capital Cities Planning Workshop for representatives	Sydney	1,459.10
14/08/2010	Official hospitality for the Capital Cities Planning Workshop for representatives	Sydney	1,045.46
29/08/2010	Official hospitality for the Capital Cities Workshop	Sydney	272.73
21/10/2010	Infrastructure Australia hospitality for New Zealand rail delegation	Sydney	442.84
17/11/2010	Meeting with Victorian Competition and Efficiency Commission	Canberra	61.82
30/03/2011	Official Hospitality for the Mongolian Delegation	Canberra	131.36
31/08/2010	International Civil Aviation Organisation official hospitality	Montreal	306.44
		<b>TOTAL</b>	<b>32,105.45</b>

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ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 08

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Board appointments

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What is the gender ratio on each board and across the portfolio?
- 2) Please detail any board appointments for the FYTD.

**Answer:**

- 1) As at 22 June 2011:

<b>Board</b>	<b>Members</b>	<b>Gender Ratio</b>
Airservices Australia	9	M = 7 (78%) F = 2 (22%)
Australian Maritime Safety Authority	8	M = 6 (100%) 2 vacant
Australian Rail Track Corporation	7	M = 5 (71%) F = 2 (29%)
Australian Transport Safety Bureau	3	M = 2 (67%) F = 1 (33%)
Civil Aviation Safety Authority	5	M = 4 (80%) F = 1 (20%)
International Air Services Commission	3	M = 1 (50%) F = 1 (50%) 1 vacant
Infrastructure Australia	12	M = 8 (67%) F = 4 (33%)
National Road Safety Council	7  5 ambassadors	M = 4 (57%) F = 3 (43%) M = 4 (80%) F = 1 (20%)
National Transport Commission	6	M = 5 (83%) F = 1 (17%)
Sydney Airport Community Forum	1	M = 1 (100%)
<b>Across the Portfolio</b>	<b>66</b>	<b>M = 47 (75%)</b> <b>F = 16 (25%)</b> <b>3 Vacant</b>

- 2) As at FYTD, 31 May 2011, there have been 21 appointments (including reappointments) made to boards as detailed below:

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<b>Position</b>	<b>Appointee</b>	<b>Appointer</b>	<b>Term</b>	<b>Gender</b>
<b>Australian Maritime Safety Authority</b>				
Deputy Chair	Mr Ross Brewer	Minister	1-3-2011 to 28-2-2014	M
Member	Dr Russell Reichelt	Minister	9-8-2010 to 9-8-2013	M
<b>Australian Rail Track Corporation</b>				
Director	Ms Pamela Catty	Minister	18-3-2011 to 17-3-2013	F
Director	Mr Barry Cotter	Minister	18-3-2011 to 17-3-2013	M
CEO	Mr John Fullerton	Board (endorsed by Cabinet)	1-2-2011 to 31-1-2016	M
<b>International Air Services Commission</b>				
Chair	Dr Jill Walker	Governor- General	9-2-2011 to 8-2-2014	F
Member	Mr Stephen Bartos	Governor- General	1-7-2010 to 30-6-2013	M
<b>Infrastructure Australia</b>				
Chair	Sir Rod Eddington	Minister	3-5-2011 to 8-4-2014	M
Member	Mr Terry Moran AO	Minister	21-5-2011 to 20-5-2014	M
Member	Dr Martin Parkinson PSM	Minister	21-5-2011 to 20-5-2014	M
Member	Mr Jim Hallion	Minister	21-5-2011 to 20-5-2014	M
Member	Dr Kerry Schott	Minister	21-5-2011 to 20-5-2014	F
Member	Mr Anthony Kannis	Minister	21-5-2011 to 20-5-2014	M
Member	The Hon Mark Birrell	Minister	21-5-2011 to 20-5-2014	M
Member	Professor Peter Newman	Minister	21-5-2011 to 20-5-2014	M
Member	Ms Heather Ridout	Minister	21-5-2011 to 20-5-2014	F
Member	Mr Phil Hennessy	Minister	21-5-2011 to 20-5-2014	M
Member	Cr Nicole Lockwood	Minister	21-5-2011 to 20-5-2014	F
Member	Ms Elana Rubin	Minister	21-5-2011 to 20-5-2014	F
<b>Inspector of Transport Security</b>				
Inspector of Transport Security	Mr Michael Palmer AO APM	Minister	8-12-2010 to 7-6-2012	M
<b>Sydney Airport Community Forum</b>				
Chair	Mr Peter Fitzgerald	Minister	10-3-2011 to 30-6-2012	M

\*This table does not reflect extensions/appointments of less than 3 months.

<b>Total appointments FYTD</b>	<b>Gender ratio</b>
21	M = 15 (71%) F = 6 (29%)

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**Question no.:** 09

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Grants

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

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

**Answer:**

Yes.

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**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 10

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Freedom of Information (FOI)

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) Has the Department/agency received any advice on how to respond to FOI requests?
- 2) How many FOI requests has the Department received?
- 3) How many have been granted or denied?
- 4) How many conclusive certificates have been issued in relation to FOI requests?

**Answer:**

- 1) The Office of the Australian Information Commissioner has issued guidelines that the Department, and all agencies subject to the FOI Act, must have regard to when performing functions or exercising powers under that Act.
- 2) At 1 July 2010, the Department had 10 requests on hand. Since 1 July 2010, and to 31 May 2011, the Department has received 48 FOI requests.
- 3) Since 1 July 2010, and to 31 May 2011, 30 requests were resolved by the Department (and another 20 requests were withdrawn and 3 were transferred to other agencies).

Of the 30 resolved requests, the Department granted access in full to 8 requests and in part to 13 requests. Access was refused for 9 requests.

At 31 May 2011, the Department had 5 requests on hand.

- 4) None.

The power to issue conclusive certificates in the *Freedom of Information Act 1982* and the *Archives Act 1983* was repealed on 7 October 2009 by the commencement of *Freedom of Information (Removal of Conclusive Certificates and Other Measures) Act 2009*.

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**ANSWERS TO QUESTIONS ON NOTICE**

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**Question no.:** 11

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Community cabinet expenses

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What was the cost of Ministers travel and expenses for the Community Cabinet meetings held this FYTD?
- 2) How many Ministerial Staff travelled with the Minister for the Cabinet meeting? What was the total cost of this travel?
- 3) How many Departmental officers travelled with the Minister for the Cabinet meeting? What was the total cost of this travel?
- 4) What was the total cost to the Department and the Ministers office?

**Answer:**

- 1) Ministerial travel costs are the responsibility of the Department of Finance and Deregulation.
- 2) Ministerial staff travel for Community Cabinet meetings is the responsibility of the Minister's Office. Ministerial staff travel costs are the responsibility of the Department of Finance and Deregulation.
- 3) Two departmental staff travelled with the Minister for Community Cabinet meetings held this FYTD. Cost of this travel: \$5,182.
- 4) Total Department costs: \$5,182. Ministerial travel costs are the responsibility of the Department of Finance and Deregulation.

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**Question no.:** 12

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Reviews Commissioned by the Government

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) How many Reviews are currently being undertaken by all departments and agencies in each portfolio?
- 2) When will each of these reviews be concluded?
- 3) What reviews have been concluded FYTD?
- 4) Which of these reviews has been provided to Government?
- 5) When will the Government be responding to the respective reviews that have been completed?
- 6) What is the estimated cost of each of these Reviews?
- 7) What further reviews are planned for 2010 - 11 FY?

**Answer:**

- 1) One.
- 2) The Capital Structure review of the Australian Rail Track Corporation is due to be concluded in August 2011.
- 3) The Nation Building Evaluation Review.
- 4) Nil.
- 5) This is a matter for the Government.
- 6) The estimated costs (GST exclusive) are:
  - Capital Structure review of the Australian Rail Track Corporation, \$350,727.27; and
  - Nation Building Evaluation Review, \$273,918.18.
- 7) Nil.

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**Question no.:** 13

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Consultancies

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) How many consultancies have been undertaken or are underway this FYTD? 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) Does each department and agency stand by its current tenders on the Austenders website? Have any changes or corrections been made for any tenders advertised on to Government Tenders website ([www.tenders.gov.au](http://www.tenders.gov.au)) for tenders advertised this financial year? Explain. Are up to date with reporting requirements?
- 3) How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.

**Answer:**

- 1) Information on tenders is available on the AusTender website at: [www.austender.gov.au](http://www.austender.gov.au).
- 2) Yes. No. Yes.
- 3) See response to Question 1.



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**Question no.:** 14

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Media monitoring services

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office FYTD?
- 2) Which agency or agencies provided these services?
- 3) What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Department and its agencies in FYTD?
- 4) Which agency or agencies provided these services?

**Answer:**

- 1) Media monitoring costs (including transcripts) for the portfolio ministers for the current financial year to date is \$37,259 inc. GST.
- 2) Media Monitors.
- 3) The Department's media monitoring costs from July 2010 to 31 May 2011 were \$609,234 inc. GST.
- 4) Media Monitors.

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**ANSWERS TO QUESTIONS ON NOTICE**

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**Question no.:** 15

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Social media

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

Has there been any changes to department and agency social media or protocols about staff access and useage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since October 2010? Please explain.

**Answer:**

There have been no changes to the Department's protocols in relation to social media or staff access and usage.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 16

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Contractors

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

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

**Answer:**

The following answers are based on a review of all records held on the Department's current financial management information system, which was implemented on 1 July 1998. The department is not able to provide information on procurements prior to that date.

- 1) No.
- 2) No.
- 3) No.

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- 4) Yes. The Department employed McCann-Erickson for the following purposes:
  - 2006: Media Buy for CRIS Campaign Phase 2; value: \$ 2,026,387.
  - 2006: Advertising for the Green Vehicle Guide; value: \$228,536.
  - 2006: Media Buy for Green Vehicle Guide Advertisements; value: \$601,924.
  - 2006: Internet and magazine advertising for the Green Vehicle Guide; value: \$263,655.
  - 2006: Advertising services; value: \$6,170.
  - 2008: Green Vehicle Guide advertising campaign; value: \$274,131.
- 5) No.
- 6) No.
- 7) No.
- 8) Yes. The Department employed Boston Consulting Group in 2011 to assist in the development of a Cost Control Framework for Major Infrastructure Projects; value \$275,000.
- 9) Yes. The Department employed McKinsey & Company in 2008 to conduct an Independent Review of National Transport Commission; value: \$20,000.

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**Question no.:** 17

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Discretionary grants

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

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

**Answer:**

- 1) This is available on the Department's website - [www.infrastructure.gov.au](http://www.infrastructure.gov.au).
- 2) Yes.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 18

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Reports

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) How many Reports have been commissioned by the Government in your portfolio FYTD? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
- 2) How much did each report cost? How many departmental staff were involved in each report and at what level?
- 3) What is the current status of each report? When is the Government intending to respond to these reports?

**Answer:**

- 1) Two reports have been commissioned by the Government in the Department of Infrastructure and Transport in the 2010-11 year.

<b>Report title</b>	High Speed Rail Study
<b>Date commissioned</b>	31 October 2010
<b>Date report handed to Government</b>	Not applicable, ongoing
<b>Date of public release</b>	Not applicable, ongoing
<b>Terms of reference</b>	See Attachment A
<b>Committee members</b>	Not applicable

<b>Report title</b>	Infrastructure Planning and Delivery: Best Practice Case Studies 2 <sup>nd</sup> Volume
<b>Date commissioned</b>	3 June 2011
<b>Date report handed to Government</b>	Not applicable, ongoing
<b>Date of public release</b>	Not applicable, ongoing
<b>Terms of reference</b>	See Attachment A
<b>Committee members</b>	Not applicable

- 2)

<b>Report Title</b>	<b>Report Cost</b>	<b>Number and Level of Departmental Staff Involved</b>
High Speed Rail Study	Not applicable, ongoing	Not applicable, ongoing
Infrastructure Planning and Delivery: Best	Not applicable, ongoing	Not applicable, ongoing

**Rural Affairs and Transport Legislation Committee**

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Practice Case Studies 2 <sup>nd</sup> Volume		
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3)

<b>Report Title</b>	<b>Current Status</b>	<b>Government's Response Date</b>
High Speed Rail Study	Ongoing	Unknown
Infrastructure Planning and Delivery: Best Practice Case Studies 2 <sup>nd</sup> Volume	Ongoing	Unknown

**18 (Terms of Reference) – Attachment A**

**Rural Affairs and Transport Legislation Committee**

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**18 - Attachment A**

**High Speed Rail Study**

**Terms of Reference**

A strategic study will be undertaken on the implementation of a high speed rail network on the east coast of Australia.

The study will focus on identifying possible routes, corridor preservation and station options, including city-centre, city-periphery and airport stations. This will provide a basis for route development, indicative transit times and high-level construction costs.

As part of the core network element at the centre of the east coast corridor, the Newcastle–Sydney ‘spine’ will be a central aspect of this work. Options for links northwards to Brisbane and southwards to Canberra and Melbourne will also be considered.

Specifically the study will:

- identify undeveloped land corridors and/or existing corridors that could be considered for a high speed railway, and preservation strategies;
- identify the main design decisions and requirements to build and operate a viable high speed rail network on the east coast of Australia;
- present route and station options, including indicative construction costs and interaction with other transport modes;
- provide costs estimates of undertaking the next stages of work, such as detailed route alignment identification and corridor resumptions;
- identify potential financing and business operating models for the construction and operation of a high speed railway; and
- provide advice and options on relevant construction, engineering, financial and environmental considerations.

The study will be managed by the Department of Infrastructure and Transport. It will draw on expertise from the public and private sectors, as well as international experience, growth forecasts and other contemporary data. Stakeholders will be consulted and contribute views through a formal reference group, which will include representatives from relevant Commonwealth, state and territory agencies and other key stakeholder groups.

The high speed rail implementation study will, by July 2011:

- identify the requirements for implementation of a viable HSR network on the east coast; and
- identify strategic route and station options, including high-level costing.

This initial phase will provide a basis for consultation and inform the specific direction of a second phase, including consideration of the specific corridors, routes and associated issues to be targeted for more detailed examination.

Further work from July 2011 will include:

- detailed corridor alignment identification;
- identification of preliminary geotechnical issues;
- development of comprehensive robust cost estimates for preferred options;



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- further investigation of investment and (public and private) financing options;
- detailed patronage and revenue forecasts; and
- consideration of preferred options in relation to other modes (for example, airport capacity implications resulting from diversion of air traffic to train).

This final work and report will take approximately 12 months to complete and inform the Australian Government and state and territory governments' consideration of next steps for high speed rail in Australia.

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**Infrastructure Planning and Delivery: Best Practice Case Studies  
Volume 2**

**Terms of Reference**

This report will review eight case studies, which in the view of the Infrastructure Working Group (comprising of officials from Commonwealth, State and Territory Governments and chaired by the Minister for Infrastructure and Transport) highlight key examples of best practice in infrastructure planning and delivery across Australia. An audit will not be carried out on these projects, instead it is envisaged the task will require a review of existing documentation and discussions with individuals involved in the project's delivery.

To ensure consistency, it is proposed that the behaviours and processes used for the first volume be used again, namely projects will be assessed against:

- the quality of infrastructure assessment and planning, including the extent to which projects were embedded in holistic sector strategies/plans and wider land use plans (where relevant);
- the quality of business case development and the extent to which robust and objective project selection criteria influenced decisions;
- the presence of overarching project governance structures and processes to oversee the project's delivery;
- the extent and quality of project management and planning processes and the degree to which they influenced delivery;
- the choice of funding methods, including the allocation of financial risk between parties;
- the completion on time and within budget;
- the attention paid to wider risk management issues (i.e. not just financial) and how those risks were identified and managed; and
- the sustainability and appropriateness of the management, oversight and regulation (where relevant) of ongoing operations.

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**Question no.:** 19

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Official hospitality

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What is the Department's hospitality spend FYTD? Please detail date, location, purpose and cost of all events. Please detail any catering costs, listing the cost of food and beverages, and include a separate list of alcohol costs.
- 2) For each Minister and Parliamentary Secretary's office, please detail total hospitality spend FYTD. Please detail date, location, purpose and cost of each event. Please detail any catering costs, listing the cost of food and beverages, and include a separate list of alcohol costs.

**Answer:**

- 1) Please see the response to 07. The Department does not separate out the cost of food, beverages and alcohol costs in its financial management information system and therefore is not able to break the information down to this level.
- 2) Nil.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 20

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Cabinet and sub-cabinet committee meetings

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) How much time is spent preparing papers/submissions for Cabinet and Sub-Cabinet Committee meetings?
- 2) How often must papers/submissions for Cabinet and Sub-Cabinet Committee Meetings be redrafted or resubmitted? Please provide example of why this would happen. (i.e. last minute policy changes or redate papers due to items not being discussed when initially scheduled).

**Answer:**

- 1) The Department does not record the specific time spent by departmental officers on any given paper/submission.
- 2) The Department does not record this type of information.

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Question no.:** 21

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Government Payments of Accounts

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) Has the department/agency paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)? If not, why not, and what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached.)
- 2) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
- 3) Where interest is being paid, what rate of interest is being paid and how is this rate determined?

**Answer:**

- 1) Not all invoices have been paid within 30 days of receipt. Reasons for lateness in payment vary from situation to situation. Common reasons for delays in payment include failure by the supplier to provide the relevant purchase order number on the invoice and delays in the provision of further supporting information such as time-sheets.

The total number of invoices paid for the period 1 July 2010 to 31 May 2011 is 6,984. Of these, 239 invoices or 3.4% were not paid within 30 days. The table below provides further information on the timeframe for the payment of the accounts.

<b>Timeframe</b>	<b>No. of invoices paid within timeframe</b>	<b>% of invoices paid within timeframe</b>
Within 30 days	6,745	96.6%
14 days late	150	2.1%
15 – 30 days late	44	0.6%
Greater than 30 days late	45	0.6%
<b>Total</b>	<b>6,984</b>	<b>100%</b>

- 2) No interest was paid on overdue amounts during the financial year to 31 May 2011.
- 3) N/A.

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**Infrastructure and Transport**

**Question no.:** 22

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Government Stationery Requirements

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) What are the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. special type of paper, envelopes)?
- 2) What are the costs of these items?
- 3) Is the Department/portfolio agencies paying for these?

**Answer:**

- 1) For Minister Albanese and Parliamentary Secretary King:
  - Parchment paper for letters
  - envelopes
  - compliment slips (Minister only)
- 2) Total cost of \$36,438.00 for the 2010/11 Financial Year, as at 31 May 2011.
- 3) Yes.

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**Question no.:** 23

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Media subscriptions

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) Does your department or agencies within your portfolio subscribe to pay TV (for example Foxtel)? If yes, please provide the reason why, the cost and what channels.
- 2) Does your department or agencies within your portfolio subscribe to newspapers? If yes, please provide the reason why, the cost and what newspapers.
- 3) Does your department or agencies within your portfolio subscribe to magazines? If yes, please provide the reason why, the cost and what magazines.

**Answer:**

- 1) Yes. The subscription is required for Parliamentary channels. The total cost from 1 July to 31 May 2011 is \$17,581.
- 2) Yes. Required to keep abreast of daily national and international information that may be of relevance to the Department's activities. Total cost as at 31 May 2011 is \$33,456.
- 3) Yes. Required to keep abreast of industry standards and developments. Total cost as at 31 May 2011 is \$63,704. A variety of infrastructure and transport magazine subscriptions.

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**Question no.:** 24

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Ministerial travel

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) For the FYTD, please detail all travel (itemised separately) undertaken by your portfolio Minister and Parliamentary Secretaries. Include what sum was spent on travel, accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
- 2) For the FYTD, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
- 3) For the FYTD, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

**Answer:**

- 1) Ministerial and Parliamentary Secretary travel costs are the responsibility of the Department of Finance and Deregulation.
- 2) Ministerial and Parliamentary Secretary staff travel costs are the responsibility of the Department of Finance and Deregulation.
- 3) Departmental staff who accompanied the Minister and Parliamentary Secretary on travel and associated costs - refer Attachment A.

**24 - Attachment A**



**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

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**Infrastructure and Transport**

**Question no.:** 25

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Legal services expenditure

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

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

**Answer:**

- 1) Internal legal services expenditure

The Department spent the sum of \$653,631.00 exclusive of GST on legal services within the Department this financial year up to and including 31 May 2011. This figure is comprised of salaries and overheads.

The portfolio agencies have provided the following information in relation to their internal legal services expenditure including salary and overheads exclusive of GST this financial year up to and including 31 May 2011:

**Airservices (AA)**

AA's internal legal services expenditure was \$2,378,000.00.

**Australian Maritime Safety Authority (AMSA)**

AMSA's internal legal services expenditure was \$1,949,704.00.

**Civil Aviation Safety Authority (CASA)**

CASA's internal legal services expenditure was \$1,766,577.00.

**Australian Transport Safety Bureau (ATSB)**

The ATSB's internal legal services expenditure was \$225,212.90.

**International Air Services Commission (IASC)**

Nil.

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2) Legal services expenditure - Australian Government Solicitor (AGS)

The Department spent the sum of \$1,410,896.20 exclusive of GST on legal services from the AGS in this financial year up to and including 31 May 2011. The table below lists the services and associated costs.

<b>Service category</b>	<b>Cost</b>
Commercial (probity, contracts, property and construction, procurement, grants and funding, market testing/outsourcing, intergovernmental agreements and corporate law)	\$317,463.53
Litigation and dispute resolution ( debt recovery, tribunal and court proceedings, employment law and enforcement)	\$130,273.05
General advice (statutory interpretation, legislative drafting, employment law, training and financial law)	\$963,159.62

The portfolio agencies have provided the following information in relation to their expenditure on legal services from the AGS this financial year up to and including 31 May 2011:

**Airservices**

Nil.

**AMSA**

AMSA's expenses for services from the AGS total \$286,316.10 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
AGS staff member secondment	\$256,021.77
CAC Act advice	\$2,760.00
Advice -Regulation of commercial vessels	\$18,252.33
Advice –Marine order penal provisions	\$9,282.00

**CASA**

CASA's expenses for services from the AGS total \$225,744.00 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
AGS staff member secondment	\$197,727.00
Advice	\$14,174.00
Administrative Appeals Tribunal (AAT) associated fees	\$13,843.00

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**ATSB**

The ATSB's expenses for services from the AGS total \$26,368.00 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
Representation at a coronial inquiry	\$15,873.00
Legal advice on employment law	\$10,495.00

**IASC**

The IASC's expenses for services from the AGS total \$11,328.00 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
Advice, drafting correspondence and comments on an injunction issue	\$11,328.00

3) Legal services expenditure - private firms

The Department spent the sum of \$277,624.01 exclusive of GST on legal services from private firms in this financial year up to and including 31 May 2011. The table below lists the services and associated costs.

<b>Service category</b>	<b>Cost</b>
Commercial (probity, contracts, property and construction, procurement, grants and funding, market testing/outsourcing, intergovernmental agreements and corporate law)	\$85,088.64
Litigation and dispute resolution (debt recovery, tribunal and court proceedings, employment law and enforcement)	\$189,416.87
General Advice (Statutory interpretation, legislative drafting, employment law, training and financial law)	\$3,118.50

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The portfolio agencies have provided the following information in relation to their expenditure on legal services from private firms in this financial year up to and including 31 May 2011:

**Airservices**

AA's expenses on services from private firms total \$3,950,181.75 exclusive of GST. This amount is made up as follows:

<b>Service category</b>	<b>Cost</b>
Property	\$548,933.72
Employment (incl IR/employment litigation)	\$868,499.62
Litigation	\$94,027.13
Compliance	\$315,387.71
Native Title	\$41,229.30
General Commercial	\$964,855.60
Miscellaneous	\$19,273.03
Secondment Fees	\$1,057,667.69
Intellectual Property	\$40,307.95

**AMSA**

AMSA's expenses on services from private firms total \$123,836.91 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
Land/lease advice	\$22,417.52
Contractual/incident advice	\$4,764.20
Review of legal services	\$12,240.00
Legal fee for Lighthouse easement	\$327.10
Contractual advice	\$7,422.80
Consultation – National Law Bill	\$24,123.79
Contract placement – Drafting manager	\$26,253.00
Drafting services	\$26,288.50

**CASA**

CASA's expenses on services from private firms total \$73,065.00 exclusive of GST. This is made up as follows:

<b>Service category</b>	<b>Cost</b>
General advice (statutory interpretation, legislative drafting, employment law, training and financial law)	\$73,065.00

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**ATSB**

The ATSB expenses on services from private firms total \$7,343.01 exclusive of GST  
This is made up as follows:

<b>Service category</b>	<b>Cost</b>
Representation at a coronial inquiry	\$7,343.01

**IASC**

Nil.

4) Legal services expenditure - other sources

The Department spent the sum of \$75,848.99 exclusive of GST on legal services from other sources in this financial year up to and including 31 May 2011. The table below lists the services and associated costs.

<b>Service category</b>	<b>Cost</b>
Counsel fees	\$21,266.36
Non-party production costs	\$50,961.72
Legal advice from the Attorney-General's Department (primarily international law advice)	\$3,620.91

The portfolio agencies have provided the following information in relation to their expenditure on legal services from other sources in this financial year up to and including 31 May 2011:

**Airservices**

AA spent the sum of \$358,567.77 exclusive of GST on Counsel fees made up as follows:

<b>Service category</b>	<b>Cost</b>
Employment – General Employment	\$27,625.00
Industrial Relations	\$330,942.77

**AMSA**

AMSA's expenses for services from other sources total \$43,553.76 exclusive of GST made up as follows:

<b>Service category</b>	<b>Cost</b>
FRLI publications	\$11,066.36
Legal training	\$18,000.00
Consultation, AAT matter	\$14,087.40
Court appearance	\$400.00

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**CASA**

CASA expenses for services from other sources total \$191,658.00 exclusive of GST made up as follows:

<b>Service category</b>	<b>Cost</b>
Counsel fees –AAT matters	\$191,658.00

**ATSB**

Nil.

**IASC**

Nil.

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**Infrastructure and Transport**

**Question no.:** 26

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Education Expenses

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

Please detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the cost and how many participants.

**Answer:**

Details of all in-house courses and tertiary studies for the Department of Infrastructure and Transport and portfolio agencies from 1 July 2010 to 31 May 2011.

<b>Department/Portfolio Agency</b>	<b>Course type</b>	<b>Total Expenditure</b>	<b>Participants</b>
Department of Infrastructure and Transport	In-house	\$626,141	Unable to report this information
Department of Infrastructure and Transport	Tertiary	\$113,912	32
Australian Maritime Safety Authority	In-house	\$164,327	129
Australian Maritime Safety Authority	Tertiary	\$10,853	5
Australian Transport Safety Bureau	In-house	\$48,900	194
Australian Transport Safety Bureau	Tertiary	\$35,800	16
Australian Rail Track Corporation	In-house	\$1,611,906	1098
Australian Rail Track Corporation	Tertiary	-	-
Civil Aviation Safety Authority	In-house	\$1,276,097	1,348
Civil Aviation Safety Authority	Tertiary	\$79,407	23
Airservices Australia	In-house	\$23,486,000*	29,735#
Airservices Australia	Tertiary	\$190,000	58

\*Note: Airservices Australia total expenditure includes Learning Academy operational costs and costs for in-house trainers.

#Note: Airservices Australia total for in-house participants includes completion of 26,762 online training courses.

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**Question no.:** 27

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Department of Infrastructure and Transport - Executive Coaching and Leadership Training Services – 1 July 2010 to 31 May 2011

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) In relation to the purchase of executive coaching and/or other leadership training services purchased by each portfolio department and agency, please provide the following information FYTD:
- 2) Total spending on these services
- 3) The number of employees offered these services and their employment classification
- 4) The number of employees who have utilised these services and their employment classification
- 5) The names of all service providers engaged
- 6) For each service purchased from a provider listed under (5), please provide:
- 7) The name and nature of the service purchased
- 8) Whether the service is one-on-one or group based
- 9) The number of employees who received the service and their employment classification
- 10) The total number of hours involved for all employees
- 11) The total amount spent on the service
- 12) A description of the fees charged (i.e. per hour, complete package)
- 13) Where a service was provided at any location other than the department or agency's own premises, please provide:
- 14) The location used
- 15) The number of employees who took part on each occasion
- 16) The total number of hours involved for all employees who took part
- 17) Any costs the department or agency's incurred to use the location



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**Answer: Department of Infrastructure and Transport**

<b>Total expenditure on Executive Coaching and Leadership Training – 1 July 2010 – 31 May 2011 (2)</b>	<b>The number of employees offered these services and their employment classification (3)</b>	<b>The number of employees who have utilised these services and their employment classification (4)</b>
\$294,233.	Executive Coaching is available to all Executive Level 1 to Senior Executive Service employees.	Unable to report this information

<b>Provider Name (5)</b>	<b>Service (6 &amp; 7)</b>	<b>Group or One on One (8)</b>	<b>Number of employees who received training and their classification (9)</b>		<b>Number of employee hours (10)</b>	<b>Total Expenses (11)</b>	<b>(12) Description of fees charge</b>
Cranlana Foundation	Leadership	Group	7	EL2	200	\$20,450	Complete package
APSC	EL2 Transition	One on one	1	EL1-2	7	\$577	Complete package
APSC	Exec Level transitions	Group	3	EL1-2	21	\$1,905	Complete package
ATSI	Leadership Forum	Group	Unable to report this information	EL1-2	Unable to report this information	\$3,790	Complete package
APSC	Career Development Assessment Centres	One on one	3	EL2	90	\$41,750	Complete package
Tempo Strategies	Leadership in Infrastructure	Group	60	EL1-2, SES	780	\$44,661	Complete package
APSC	Leading Across Boundaries	Group	1	SES2	22	\$7,590	Complete Package
Yellow Edge	Executive Coaching	One on one	12	SES	33	\$19,712	Complete package
Yellow Edge	New Leadership Horizons	One on one	Unable to report this information	SES	Unable to report this information	\$7,177	Complete package
Yellow Edge	Executive Coaching	One on one	1	SES	4	\$2,350	Complete package
Australian Institute of Management	Resilient Leadership	Group	68	APS6-EL2	952	\$109,481	Complete package
Whon Pty Ltd	Executive Management Training	Group	1	EL2	14	\$9,790	Complete package
National Security College	Senior Executive Program	Group	1	EL2	150	\$25,000	Complete package

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<b>Provider Name</b>	<b>Service</b>	<b>Venue (13)</b>	<b>Location (14)</b>	<b>Number of employees for each occasion (15)</b>	<b>Number of employee hours (16)</b>	<b>Location costs (17)</b>
Cranlana Foundation	Leadership	Off-site	Provider premises - Melbourne and Canberra	7	200	Nil – part of package
APSC	EL2 Transition	Off-site	Provider premises - Canberra	1	7	Nil – part of package
APSC	Exec Level transitions	Off-site	Provider premises - Canberra	3	21	Nil – part of package
ATSI	Leadership Forum	Off-site	Unable to report this information	Unable to report this information	Unable to report this information	Nil – part of package
APSC	Career Development Assessment Centres	Off-site	Provider premises - Canberra	3	90	Nil – part of package
Tempo Strategies	Leadership in Infrastructure (3 Courses)	Off-site	Kamberra Winery, Brassey Hotel - ACT	60	780	\$13,954
APSC	Leading Across Boundaries	Off-site	Sutton Forrest	1	22	Nil – part of package
Yellow Edge	Executive Coaching	Off-site	Provider premises - Canberra	12	33	Nil – part of package
Yellow Edge	New Leadership Horizons	Off-site	Provider premises - Canberra	Unable to report this information	Unable to report this information	Nil – part of package
Yellow Edge	Performance Architects	Off-site	Provider premises - Canberra	1	4	Nil – part of package
Whon Pty Ltd	Executive Management Training	Off-site	Provider premises - Sydney	1	14	Nil – part of package
National Security College	Senior Executive Program	Off-site	Provider premises - Canberra	1	150	Nil – part of package

**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2011

**Infrastructure and Transport**

**Answer: Civil Aviation Safety Authority**

Total expenditure on Executive Coaching and Leadership Training – 1 July 2010 – 31 May 2011 (2)	The number of employees offered these services and their employment classification (3)	The number of employees who have utilised these services and their employment classification (4)
\$11,557.	Senior Management Group Band D: 39 Senior Management Group Band C: 9 Senior Management Group Band B: 9 Senior Management Group Band A: 4	Senior Management Group Band D: 4 Senior Management Group Band C: 0 Senior Management Group Band B: 4 Senior Management Group Band A: 1 Corporate Services Level 5: 2

Provider Name (5)	Service (6 & 7)	Group or One on One (8)	Number of employees who received training and their classification (9)		Number of employee hours (10)	Total Expenses (11)	(12) Description of fees charge
Hardy Group International	Executive Coaching.	One on one	4  1	Senior Management Group Band D Senior Management Group Band A	50 hours	\$4,902.31	Complete package
Yellow Edge	Senior Manager Coaching	One on one	2  2	Senior Management Group Band D Corporate Services Level 5 Senior Management Group Band A	18 hours	\$6655.00	Per hour

Q.13-17 Nil response – Not applicable

**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2011

**Infrastructure and Transport**

**Answer: Australian Maritime Safety Authority**

<b>Total expenditure on Executive Coaching and Leadership Training – 1 July 2010 – 31 May 2011 (2)</b>	<b>The number of employees offered these services and their employment classification (3)</b>	<b>The number of employees who have utilised these services and their employment classification (4)</b>
\$117,970	28 staff were offered these services in the classifications of General Manager, Contract Manager, Regional Manager and AMSA Level 7.	22 staff utilised these services in the classifications of General Manager, Contract Manager, Regional Manager and AMSA Level 7.

<b>Provider Name (5)</b>	<b>Service (6 &amp; 7)</b>	<b>Group or One on One (8)</b>	<b>Number of employees who received training and their classification (9)</b>	<b>Number of employee hours (10)</b>	<b>Total Expenses (11)</b>	<b>(12) Description of fees charge</b>
People and Strategy Pty Ltd	Professional leadership	Group	17	General Manager, Contract Manager, Regional Manager, AMSA Level 7	1392	\$87,295 Complete packages
People and Strategy Pty Ltd	Executive coaching	One on one	3		6	\$2,975 Per hour
YellowEdge Pty Ltd	Executive coaching	One on one	1		4	\$2,700 Complete package
Australian and New Zealand School of Government	Executive Fellows Program	Group	1		108	\$25,000 Complete package

<b>Provider Name</b>	<b>Service</b>	<b>Venue (13)</b>	<b>Location (14)</b>	<b>Number of employees for each occasion (15)</b>	<b>Number of employee hours (16)</b>	<b>Location costs (17)</b>
People and Strategy Pty Ltd	Professional leadership Module 1	Off-site	Murramarang - NSW	17	501	\$16,000
YellowEdge Pty Ltd	Executive coaching	Off-site	Yellow Edge premises	1	4	Nil – part of package
Australian and New Zealand School of Govt	Executive Fellows Program	Off-site	ANU, ACT	1	108	Nil – part of package

**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2011

**Infrastructure and Transport**

**Answer: Australian Rail Track Corporation**

<b>Total expenditure on Executive Coaching and Leadership Training – 1 July 2010 – 31 May 2011 (2)</b>	<b>The number of employees offered these services and their employment classification (3)</b>	<b>The number of employees who have utilised these services and their employment classification (4)</b>
\$309,365	42 noting that ARTC is not bound by the APS classification structure	40 noting that ARTC is not bound by the APS classification structure

<b>Provider Name (5)</b>	<b>Service (6 &amp; 7)</b>	<b>Group or One on One (8)</b>	<b>Number of employees who received training and their classification (9)</b>	<b>Number of employee hours (10)</b>	<b>Total Expenses (11)</b>	<b>(12) Description of fees charge</b>
RMIT University Graduate School of Business,	Executive MBA Program	Group	52	Unable to report this information	\$309,365	Complete package
EMD Workforce Development	Middle Management Development	Group		Module 1-5: 16 hours each		Complete package

<b>Provider Name</b>	<b>Service</b>	<b>Venue (13)</b>	<b>Location (14)</b>	<b>Number of employees for each occasion (15)</b>	<b>Number of employee hours (16)</b>	<b>Location costs (17)</b>
RMIT University Graduate School of Business,	Executive MBA Program	Off-site	Coogee Crowne Plaza, NSW	Implementing Strategy: 12 Creating Strategy: 12 Finance and Accounting Strategy: 12	200 hours	\$65,357
EMD Workforce Development	Middle Management Development			Module 1 – 5 16 hours each		

**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

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**Infrastructure and Transport**

**Answer: Australian Transport Safety Bureau**

No leadership focused training this financial year.

**Answer: Airservices Australia**

<b>Total expenditure on Executive Coaching and Leadership Training – 1 July 2010 – 31 May 2011 (2)</b>	<b>The number of employees offered these services and their employment classification (3)</b>	<b>The number of employees who have utilised these services and their employment classification (4)</b>
\$970,978.	Managing For Results - 41 Level 4 managers, program is ongoing into FY11/12. Senior Leadership Program - 32 Level 4 managers, 10 Level 3 managers, 2 managers from neighbourhood Air Navigation Service Providers (PNG, NZ). Executive Coaching Program - 10 senior managers.	Managing For Results - 41 Level 4 managers, program is ongoing into FY11/12. Senior Leadership Program - 32 Level 4 managers, 10 Level 3 managers, 2 managers from neighbourhood Air Navigation Service Providers (PNG, NZ). Executive Coaching Program - 10 senior managers.

<b>Provider Name (5)</b>	<b>Service (6 &amp; 7)</b>	<b>Group or One on One (8)</b>	<b>Number of employees who received training and their classification (9)</b>		<b>Number of employee hours (10)</b>	<b>Total Expenses (11)</b>	<b>(12) Description of fees charge</b>
Mt Eliza Executive Education.	Managing For Results	Group	41	Level 4	1968	\$266,748	Complete package
Mt Eliza Executive Education.	Senior Leadership	Group	32 10 2	Level 4 Level 3 PNG/NZ	3780	\$670,230	Complete package
Mt Eliza Executive Education.	Executive Coaching Program	One on one	10	Senior Managers	27	\$34,000	Complete package

<b>Provider Name</b>	<b>Service</b>	<b>Venue (13)</b>	<b>Location (14)</b>	<b>Number of employees for each occasion (15)</b>	<b>Number of employee hours (16)</b>	<b>Location costs (17)</b>
Mt Eliza Executive Education.	Managing For Results	Off-site	Yarra Valley Conference Centre, VIC Cammeray Waters Conference Centre, VIC	41	1968	Unable to report this information
Mt Eliza Executive Education.	Senior Leadership	Off-site	Mt Eliza Executive Education, VIC Kamberra Winery Conference Centre, ACT Crowne Plaza Coogee, NSW The Boat House, ACT	44	3780	Unable to report this information

**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 28

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Government's paid parental leave scheme

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

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

**Answer:**

- 1) Potentially, all females of child bearing age and all male employees of the Department and portfolio agencies are eligible.
- 2) 1 departmental and 2 agency employees have received PPL to 31 May 2011.

**Rural Affairs and Transport Legislation Committee**

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates May 2011

**Infrastructure and Transport**

**Question no.:** 29

**Program:** n/a

**Division/Agency:** (CORP) Corporate Services

**Topic:** Workpoint Space

**Proof Hansard Page/s:** Written

**Senator Heffernan asked:**

- 1) For each portfolio department and agency office please list the occupied workpoint space allocated per person.
- 2) Does this adhere to the Government's Commonwealth Property Management Guidelines (the Guidelines)? Explain.
- 3) If yes, please explain if any refurbishment was required to meet the Guidelines and what the costs were.
- 4) What savings did each portfolio department and agency achieve by meeting the Guidelines? Please itemise each portfolio department and agency separately.
- 5) How much of these savings has each portfolio department and agency kept? Please itemise each portfolio department and agency separately.
- 6) If no, please give details why it does not, including whether an exemption has been received by the Finance Minister.
- 7) What funding has been taken from each portfolio department and agency because they do not meet the Guidelines? Please itemise each portfolio department and agency separately.
- 8) Are there plans to meet the Guidelines? Please explain.

**Answer:**

**Department of Infrastructure and Transport (Infrastructure)**

- 1) *Infrastructure* has a reportable occupational density of 26.4 square metres per occupied workpoint.
- 2) The recommended workpoint density target is 16 square metres per occupied workpoint.
- 3) No major refurbishment undertaken in 2010/2011.
- 4) Nil.
- 5) N/A.
- 6) N/A.
- 7) \$138,736.
- 8) Yes - Three of the Department's tenancies have been identified as surplus to requirements and earmarked for divestment. Leases for the Department's two most substantial properties expire in 2017. This will present an opportunity to improve occupational density.



**Rural Affairs and Transport Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

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**Infrastructure and Transport**

**Australian Transport Safety Bureau (ATSB)**

- 1) ATSB has a reportable occupational density of 30.7m<sup>2</sup> square metres per occupied workpoint.
- 2) Yes - ATSB adheres to the principles and mandatory requirements of the Commonwealth Property Management Guidelines.
- 3) No major refurbishment undertaken in 2010/2011.
- 4) N/A - no savings to report.
- 5) N/A.
- 6) N/A.
- 7) Nil.
- 8) Yes – refer to answer 2.

**Airservices Australia (ASA)**

While ASA, being a Commonwealth Authorities and Companies Act agency, is not bound by the Commonwealth Property Management Guidelines, its approach to accommodation is consistent with these Guidelines.

**Civil Aviation Safety Authority (CASA)**

While CASA, being a Commonwealth Authorities and Companies Act agency, is not bound by the Commonwealth Property Management Guidelines, it is currently and in the future moving to closer alignment with these Guidelines.

**Australian Maritime Safety Authority (AMSA)**

While AMSA, being a Commonwealth Authorities and Companies Act agency, is not bound by the Commonwealth Property Management Guidelines, it is currently and in the future moving to closer alignment with these Guidelines.