

Senate Rural Affairs and Transport Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates October 2010

Agriculture, Fisheries and Forestry

Question: CSD 01

Division/Agency: Corporate Services Division

Topic: Access to Online Social Media sites

Proof Hansard Page: Written

Senator Colbeck asked:

1. Has the department instituted any policies or protocols that restrict or deny staff the use of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussion forums and blogs? If yes, please explain what restrictions have been put in place. Why were these restrictions put in place?
2. If not, why not?
3. Are staff utilising these sites during work hours? If yes, how many hours are spent on these sites? What time are these sites most accessed (i.e. lunch time?).
4. Will measures be introduced to restrict access to these sites?

Answer:

1. Yes. Access is restricted in accordance with the department's Information and Communication Technology Security Policy. Access to online discussion forums and blogs is blocked, where the sites are known, using website blocking technology called Content Keeper.
2. See response to question 1.
3. Yes. Fourteen departmental staff members have been granted access to social networking sites to monitor and support portfolio-related communication activities by the minister and the department including trial use of Twitter in disseminating information to the public from the Australian Plague Locust Commission on the present locust threat. Access to these sites is not measured.
4. See response to question 1.

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Agriculture, Fisheries and Forestry

Question: CSD 02

Division/Agency: Corporate Services Division

Topic: Staffing Issues

Hansard Page: Written

Senator Colbeck asked:

1. What is the total expenditure on staffing for the Department and for all portfolio agencies?
2. What is the SES and non-SES breakdown?
3. What are the current staffing levels for SES and non-SES officers?
4. How many SES were employed in your Department and portfolio agencies on 10 May 2010?
5. How many SES were employed in your Department and portfolio agencies as of today?
6. What is the breakdown by each level (each SES band, each Executive Level band and each APS band)?
7. What is the gender breakdown by each level (each SES band, each Executive Level band and each APS band)?
8. What is the breakdown by location for each level (each SES band, each Executive Level band and each APS band)?
9. What is the breakdown by each level of ongoing staff and non ongoing staff (each SES band, each Executive Level band and each APS band)?
10. What has been the general staffing trend in your department and portfolio agencies since the 2007 election (for example SES numbers and recruitment has increased by X per cent because of Y).
11. What have been the changes in staffing levels since Budget Estimates 2010? Why have these changes occurred? What have been the Budgetary implications? In the case of reductions in staff numbers, how have these reductions been absorbed by the Department? What functions these staff performed have been sacrificed and why?
12. Are there expected changes to current staffing levels over the next 12 months? If yes, provide details including a breakdown of each level staff (each SES band, each Executive Level band and each APS band) detailing the changes. Will this be different to what was reported in the 2010-11 Budget?
13. Has there been a target for staff reductions to achieve savings? What is that target and what strategy is being implemented to achieve this? Will staff reductions be used to achieve the Government's election commitment to maintain the 1.25 per cent efficiency dividend?

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Question: CSD 02 (continued)

14. Have any voluntary or involuntary redundancies been offered to staff? If so, how have staff been identified for such offers? Are there such plans for the future?
15. How many permanent staff recruited since Budget Estimates 2010? What level are these staff? Where is their location?
16. Since Budget Estimates 2010, how many employees have been employed on contract and what is the average length of their employment period?
17. Have staffing numbers been reduced as a result of the current efficiency dividend and/or other budget cuts since Budget Estimates 2010? If so, where and at what level?
18. Are there any plans for staff reduction? If so, please advise details i.e. reduction target, how this will be achieved, services/programs to be cut etc.
19. If your Department/agency has been identified in the 2010 election as delivering efficiencies (savings), how will these be delivered? (for example, savings commitments included reducing program funding, rationalising grants etc how will these impact the department and staffing) .
20. What changes are underway or planned for graduate recruitment, cadetships or similar programs? If reductions or increases are envisaged please explain including reasons, target numbers etc.

Answer:

1. The staffing expenditure for 2009-10 was \$476,165,489. On 20 October 2010, the staffing expenditure for 2010-11 was \$165,538,212. This figure is based on substantive positions and expressed as full time equivalent.

The staffing expenditure for 2009-10 was \$26,967,458 for SES and \$441,768,738 for non-SES. On 20 October 2010, the staffing expenditure for 2010-11 was \$8,361,960 for SES and \$154,728,605 for non-SES. This figure is based on substantive positions and expressed as full time equivalent and excludes expenditure for the Sugar Research and Development Corporation and the Grains Research and Development Corporation, which are represented separately below.

Grains Research and Development Corporation

- 2009-10: SES equivalent: \$1,304,100; non-SES equivalent: \$5,148,900
- Managing Director \$570,000-\$584,999
- 2010-11 up to 30 October 2010: \$2,200,00

Sugar Research and Development Corporation

- 2009-10: SES equivalent: \$150,000-\$200,000; non-SES equivalent: \$826,293-\$776,293
- 2010-11 up to 20 October 2010: SES equivalent: \$40,000-\$60,000; non-SES equivalent: \$247,607-\$187,647

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Question: CSD 02 (continued)

Department of Agriculture, Fisheries and Forestry

- As at 20 October 2010 the staffing levels for SES and non-SES officers are shown below. These figures are based on substantive classification and are expressed as a full time equivalent.
- SES: 84.6
- Non-SES: 4332.1

Australian Fisheries Management Authority

- SES: 4
- Non-SES: 226

Australian Pesticides and Veterinary Medicines Authority

- SES equivalent: 8.
- Non-SES equivalent: 147

Wheat Exports Australia

- SES equivalent: 1.
- Non-SES equivalent: 11.6

Australian Wine and Brandy Corporation

- SES equivalent: 6
- Non SES equivalent: 40

Cotton Research and Development Corporation

- SES equivalent: 3
- Non SES equivalent: 5.6

Fisheries Research and Development Corporation

- SES equivalent: 4
- Non SES equivalent: 7

Grains Research and Development Corporation

- SES equivalent: 7
- Non SES equivalent: 43

Grape and Wine Research and Development Corporation

- SES equivalent: 1
- Non SES equivalent: 10

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Question: CSD 02 (continued)

Rural Industries Research and Development Corporation

- SES equivalent: 6
- Non SES equivalent: 21.4

Sugar Research and Development Corporation

- SES equivalent: 1
- Non SES equivalent: 5.9
- External contractor: 0.7

On 10 May 2010, 121.6 officers at the SES or equivalent levels were employed in the department and portfolio agencies. This figure is based on substantive positions and expressed as full time equivalent.

On 20 October 2010, 125.6 officers at the SES or equivalent levels were employed in the department and portfolio agencies. This figure is based on substantive positions and expressed as full time equivalent.

Department of Agriculture, Fisheries and Forestry

- As at 20 October 2010 the breakdown by classification level is shown in the tables below. These figures are based on substantive classification and are expressed as a full time equivalent (FTE).

| Classification | FTE |
|-----------------------|---------------|
| SES3 | 3.0 |
| SES2 | 16.0 |
| SES1 | 65.6 |
| EL2 | 410.9 |
| EL1 | 531.7 |
| APS6 | 633.4 |
| APS5 | 575.1 |
| APS4 | 985.0 |
| APS3 | 1062.1 |
| APS2 | 127.5 |
| APS1 | 6.4 |
| Total | 4416.7 |

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Question: CSD 02 (continued)

Australian Fisheries Management Authority

| Classification | FTE |
|-----------------------|------------|
| SES2 | 2 |
| SES1 | 2 |
| EL2 | 15 |
| EL1 | 41 |
| APS6 | 77 |
| APS5 | 6 |
| APS4 | 41 |
| APS3 | 17 |
| APS2 | 29 |
| Total | 230 |

Australian Pesticides and Veterinary Medicines Authority

| Classification | Total |
|--------------------------|--------------|
| CEO | 1 |
| Senior Executive Officer | 5 |
| Principal Scientist | 2 |
| Executive Level 2 | 20 |
| Executive Level 1 | 31 |
| APS Level 6 | 50 |
| APS Level 5 | 20 |
| APS Level 4 | 10 |
| APS Level 3 | 16 |
| APS Level 2 | 0 |
| Trainee | 0 |
| Total | 155 |

Wheat Exports Australia

| Classification | FTE |
|-----------------------|-------------|
| SES1 | 1 |
| EL2 | 2 |
| EL1 | 3.4 |
| APS6 | 4.7 |
| APS4 | 1.5 |
| Total | 12.6 |

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Australian Wine and Brandy Corporation

| Classification | Total |
|-----------------------|--------------|
| SES equivalent | 6 |
| Non-SES equivalent | 4 |
| Total | 46 |

Cotton Research and Development Corporation

| Classification | Total |
|-----------------------|--------------|
| SES B3 equivalent | 1 |
| SES B1 equivalent | 2 |
| Non-SES equivalent | 5.6 |
| Total | 8.6 |

Fisheries Research and Development Corporation

| Classification | Total |
|-----------------------|--------------|
| SES equivalent | 4 |
| Non-SES equivalent | 7 |
| Total | 11 |

Grains Research and Development Corporation

| Classification | FTE |
|-----------------------|------------|
| SES equivalent | 7 |
| Non-SES equivalent | 43 |
| Total | 50 |

Grape and Wine Research and Development Corporation

| Classification | FTE |
|-----------------------|------------|
| SES1 | 1 |
| EL2 | 3 |
| EL1 | 1 |
| APS6 | 6 |
| Total | 11 |

Rural Industries Research and Development Corporation

| Classification | FTE |
|-----------------------|-------------|
| SES2 | 2 |
| SES1 | 4 |
| EL2 | 8 |
| EL1 | 3 |
| APS6 | 3 |
| APS5 | 6.8 |
| APS4 | 0.6 |
| Total | 27.4 |

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Sugar Research and Development Corporation

| Classification | FTE |
|-----------------------|------------|
| SES equivalent | 1 |
| Non-SES equivalent | 5.9 |
| External contractor | 0.7 |
| Total | 7.6 |

Department of Agriculture, Fisheries and Forestry

- As at 20 October 2010 the gender breakdown by classification level is shown in the tables below. These figures are based on substantive classification and are expressed as a full time equivalent (FTE).

| Classification | Total | Male | Female |
|-----------------------|---------------|---------------|---------------|
| SES3 | 3.0 | 1.0 | 2.0 |
| SES2 | 16.0 | 12.0 | 4.0 |
| SES1 | 65.6 | 39.0 | 26.6 |
| EL2 | 410.9 | 247.1 | 163.9 |
| EL1 | 531.7 | 283.2 | 248.5 |
| APS6 | 633.4 | 350.6 | 282.8 |
| APS5 | 575.1 | 284.4 | 290.7 |
| APS4 | 985.0 | 506.8 | 478.2 |
| APS3 | 1062.1 | 698.2 | 363.9 |
| APS2 | 127.5 | 49.1 | 78.3 |
| APS1 | 6.4 | 4.4 | 2.0 |
| Total | 4416.7 | 2475.7 | 1940.9 |

Australian Fisheries Management Authority

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES B2 | 2 | 2 | - |
| SES B1 | 2 | 1 | 1 |
| EL2 | 15 | 11 | 4 |
| EL1 | 41 | 28 | 13 |
| APS6 | 77 | 50 | 27 |
| APS5 | 6 | 3 | 3 |
| APS4 | 41 | 22 | 19 |
| APS3 | 17 | 10 | 7 |
| APS2 | 29 | 20 | 9 |
| Total | 230 | 147 | 83 |

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Australian Pesticides and Veterinary Medicines Authority

| Classification | Total | Male | Female |
|---------------------------|--------------|-------------|---------------|
| CEO | 1 | 0 | 1 |
| Senior Executive Officer | 5 | 3 | 2 |
| Principal Scientist (SES) | 2 | 2 | 0 |
| Executive Level 2 | 20 | 14 | 6 |
| Executive Level 1 | 31 | 17 | 14 |
| APS Level 6 | 50 | 29 | 21 |
| APS Level 5 | 20 | 3 | 17 |
| APS Level 4 | 10 | - | 10 |
| APS Level 3 | 16 | 2 | 14 |
| APS Level 2 | 0 | - | - |
| Trainee | 0 | - | - |
| Total | 155 | 70 | 85 |

Wheat Exports Australia

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES B1 | 1 | 1 | - |
| EL2 | 2 | 2 | - |
| EL1 | 3.4 | 3.4 | - |
| APS6 | 4.7 | 2 | 2.7 |
| APS4 | 0.5 | - | 0.5 |
| Total | 11.6 | 8.4 | 3.2 |

Australian Wine and Brandy Corporation

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES equivalent | 6 | 6 | - |
| Non-SES equivalent | 40 | 10 | 30 |
| Total | 46 | 16 | 30 |

Cotton Research and Development Corporation

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES B3 equivalent | 1 | 1 | - |
| SES B1 equivalent | 2 | 2 | - |
| Non-SES equivalent | 5.6 | 1 | 4.6 |
| Total | 8.6 | 4 | 4.6 |

Fisheries Research and Development Corporation

- All Male

Grains Research and Development Corporation

- At 30 June 2010: 23 female, 27 male.

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Grape and Wine Research and Development Corporation

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES B1 | 1 | - | 1 |
| EL2 | 3 | 3 | - |
| EL1 | 1 | - | 1 |
| APS6 | 6 | - | 6 |
| Total | 11 | 3 | 7 |

Rural Industries Research and Development Corporation

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES2 | 2 | 2 | |
| SES1 | 4 | 3 | 1 |
| EL2 | 8 | 3 | 5 |
| EL1 | 3 | 1 | 2 |
| APS6 | 3 | | 3 |
| APS5 | 6.8 | | 6.8 |
| APS4 | 0.6 | | 0.6 |
| Total | 27.4 | | |

Sugar Research and Development Corporation

| Classification | Total | Male | Female |
|-----------------------|--------------|-------------|---------------|
| SES equivalent | 1 | - | 1 |
| Non-SES equivalent | 5.9 | 1.5 | 4.4 |
| External contractor | 0.7 | | 0.7 |
| Total | 7.6 | 1.5 | 6.1 |

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Department of Agriculture, Fisheries and Forestry

- As at 20 October 2010 the state breakdown by classification level is shown in the tables below. These figures are based on substantive classification and are expressed as a full time equivalent (FTE).

| Classification | ACT | NSW | NT | QLD | SA | TAS | VIC | WA | OS | Total |
|----------------|---------------|------------|-------------|--------------|--------------|-----------|--------------|--------------|-----------|---------------|
| SES3 | 3 | - | - | - | - | - | - | - | - | 3 |
| SES2 | 16 | - | - | - | - | - | - | - | - | 16 |
| SES1 | 56.6 | 1 | 1 | 1 | - | - | 1 | 1 | 4 | 65.6 |
| EL2 | 348.8 | 12.1 | 3 | 17 | 7 | - | 10 | 5 | 8 | 410.9 |
| EL1 | 440.5 | 23.2 | 4 | 23 | 7 | 1 | 21 | 12 | - | 531.7 |
| APS6 | 382.1 | 56.8 | 9 | 73.2 | 24 | 3 | 55.3 | 29.9 | - | 633.4 |
| APS5 | 264.7 | 80.5 | 14.3 | 93.5 | 26.2 | 2 | 55.2 | 38.7 | - | 575.1 |
| APS4 | 195.7 | 312.3 | 17 | 177.2 | 62 | | 135.1 | 85.8 | - | 985.1 |
| APS3 | 52.6 | 322.6 | 9.4 | 261.9 | 53.8 | 4 | 254.9 | 102.9 | - | 1062.1 |
| APS2 | 15.5 | 44.5 | 1.4 | 19.7 | 1.9 | - | 15.2 | 29.3 | - | 127.5 |
| APS1 | 3.4 | 1 | - | - | - | - | 2 | - | - | 6.4 |
| Total | 1778.9 | 854 | 59.1 | 666.5 | 181.9 | 10 | 549.7 | 304.6 | 12 | 4416.8 |

Australian Fisheries Management Authority

| Classification | Canberra | Thursday Island | Darwin | Other | Total |
|----------------|------------|-----------------|-----------|-----------|------------|
| SES 2 | 2 | - | - | | 2 |
| SES 1 | 1 | - | 1 | | 2 |
| EL 2 | 15 | - | - | | 15 |
| EL 1 | 34 | 2 | 5 | | 41 |
| APS 6 | 58 | 1 | 18 | | 77 |
| APS 5 | 6 | - | - | | 6 |
| APS 4 | 30 | 1 | 10 | | 41 |
| APS 3 | 1 | - | 1 | 6 | 17 |
| APS 2 | 7 | 1 | 1 | 20 | 29 |
| Total | 154 | 1 | 12 | 26 | 230 |

Australian Pesticides and Veterinary Medicines Authority

- All APVMA staff are located in Canberra, except 1 APS 6 employee in Perth, WA.

Wheat Exports Australia

- All staff are located in Canberra.

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Australian Wine and Brandy Corporation

- The AWBC does not use the APS salary structure. In total SES (Adelaide 6), Other (Adelaide 33, United Kingdom 4, Japan 2, Ireland 1).

Cotton Research and Development Corporation

- All staff are located in Narrabri NSW

Fisheries Research and Development Corporation

- All staff are located in Canberra.

Grains Research and Development Corporation

- All staff are located in Canberra.

Grape and Wine Research and Development Corporation

| Classification | Adelaide | Melbourne |
|-----------------------|-----------------|------------------|
| SES B1 | 1 | - |
| EL2 | 2 | 1 |
| EL1 | 1 | - |
| APS6 | 6 | - |
| Total | 10 | 1 |

Rural Industries Research and Development Corporation

- All staff are located in Canberra.

Sugar Research and Development Corporation

- All staff are located in Brisbane.

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Department of Agriculture, Fisheries and Forestry

- As at 20 October 2010 the ongoing and non-ongoing breakdown by APS classification level equivalent is shown in the tables below. These figures are based on substantive classification and are expressed as a full time equivalent (FTE).

| Classification | Ongoing | Non-ongoing | Total |
|-----------------------|----------------|--------------------|---------------|
| SES3 | 3.0 | - | 3.0 |
| SES2 | 16.0 | - | 16.0 |
| SES1 | 64.6 | 1.0 | 65.6 |
| EL2 | 406.9 | 4.0 | 410.9 |
| EL1 | 515.7 | 16.0 | 531.7 |
| APS6 | 620.0 | 13.4 | 633.4 |
| APS5 | 557.1 | 18.0 | 575.1 |
| APS4 | 952.3 | 32.8 | 985.1 |
| APS3 | 1048.6 | 13.5 | 1062.1 |
| APS2 | 118.6 | 8.9 | 127.5 |
| APS1 | 6.4 | | 6.4 |
| Total | 4309.2 | 107.6 | 4416.8 |

Australian Fisheries Management Authority

| Classification | Ongoing | Non-ongoing | Total |
|-----------------------|----------------|--------------------|--------------|
| SES 2 | 2 | - | 2 |
| SES 1 | 2 | - | 2 |
| EL 2 | 14 | 1 | 15 |
| EL 1 | 40 | 1 | 41 |
| APS 6 | 75 | 2 | 77 |
| APS 5 | 6 | - | 6 |
| APS 4 | 40 | 1 | 41 |
| APS 3 | 8 | 9 | 17 |
| APS 2 | 6 | 23 | 29 |
| Total | 193 | 37 | 230 |

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Australian Pesticides and Veterinary Medicines Authority

| Classification | Ongoing | Non-ongoing | Total |
|--------------------------|----------------|--------------------|--------------|
| CEO | 1 | | 1 |
| Senior Executive Officer | 5 | | 5 |
| Principal Scientist | 2 | | 2 |
| Executive Level 2 | 19 | 1 | 20 |
| Executive Level 1 | 29 | 2 | 31 |
| APS Level 6 | 46 | 4 | 50 |
| APS Level 5 | 20 | | 20 |
| APS Level 4 | 8 | 2 | 10 |
| APS Level 3 | 9 | 7 | 16 |
| APS Level 2 | - | | 0 |
| Trainee | - | | 0 |
| Total | 139 | 16 | 155 |

Wheat Exports Australia

- Non-ongoing: 1 male APS6 and 1 female APS6, remainder on-going.

Australian Wine and Brandy Corporation

- All SES (6 staff) are permanent positions. There are five (5) non-SES staff on fixed term contracts and all other non-SES staff are on on-going contracts.

Cotton Research and Development Corporation

- All staff are on-going

Fisheries Research and Development Corporation

- All staff are on-going

Grains Research and Development Corporation

- All staff are on term contracts.

Grape and Wine Research and Development Corporation

- Non-ongoing: 2 APS6, remainder on-going.

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Rural Industries Research and Development Corporation

| Classification | FTE | Ongoing | Non-ongoing |
|-----------------------|-------------|----------------|--------------------|
| SES2 | 2 | | 2 |
| SES1 | 4 | | 4 |
| EL2 | 8 | 4 | 4 |
| EL1 | 3 | 2 | 1 |
| APS6 | 3 | 2 | 1 |
| APS5 | 6.8 | 4.8 | 2 |
| APS4 | 0.6 | 0.6 | |
| Total | 27.4 | 13.4 | 14 |

Sugar Research and Development Corporation

- 1 SES level Executive Director (permanent): ongoing
- 4 Investment Managers: 2 ongoing (1.8 FTE) and 2 non-ongoing (1.5 FTE)
- 1 Communications Manager: 1 ongoing (1 FTE)
- 2 Administration Officers: 2 ongoing (1.6 FTE)
- 1 external contractor (0.7 FTE): 1 non-ongoing (0.7 FTE)

Department of Agriculture, Fisheries and Forestry

- From the election in 2007 to July 2009 staffing numbers rose from 4,285.5 to 4,605.1 but have since dropped back to 4,416.7 as at 20 October 2010. Staffing requirements are adjusted in response to operational requirements and are not targeted at specific levels.

Australian Fisheries Management Authority

- AFMA staff numbers have decreased by 9.5% since the 2007 election. This reduction in staff numbers is due to the winding back of expenditure on information technology and business improvement projects that have been funded from cash reserves.

Australian Pesticides and Veterinary Medicines Authority

- APVMA staff numbers have not changed significantly since the 2007 election.

Wheat Exports Australia

- Staffing levels have fluctuated slightly over time due to changing organisational responsibilities. Staff numbers are marginally down since late 2007.

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Australian Wine and Brandy Corporation

- Reduced from 55 to 46 over the period, due to the closure of The Hague office in July 2008 (5) to facilitate a redirection of resources into the emerging China market. This closure and an organisational restructure to reduce overheads (4) were reported in the 2007-08 Annual Report (page 29). There were 4 involuntary redundancies during 2009-10 (2009-10 Annual Report, page 25) as part of an organisational restructure. Savings generated have allowed for new appointments in more strategic areas of the Corporation.

Cotton Research and Development Corporation

- There has been a decrease in staff numbers, by 1 FTE, since the 2007 election.

Fisheries Research and Development Corporation

- There have been no changes to staffing levels, since the 2007 election.

Grains Research and Development Corporation

- Staff levels have risen from 44 to 50

Grape and Wine Research and Development Corporation

- No significant change in trend.

Rural Industries Research and Development Corporation

- The general trend has been to maintain a constant staffing level.

Sugar Research and Development Corporation

- SRDC staffing levels currently are slightly below those of 2007. SES numbers have remained the same since 2007.

There has been some slight movement in non SES employees, the numbers of employees according to Annual reports were:

- 2007–08, 6 full time and 3 part time on an ongoing basis (8.0 FTE).
- 2008–09, 5 full time and one part time on an ongoing basis (5.6 FTE).
- 2009–10, 4 full time and 2 part time on an ongoing basis (5.4 FTE). In addition, 2 part time and 1 full time staff members were contracted on a temporary basis (2.4 FTE).

It is expected that during the 2010-11, SRDC will remain with the current levels (6.9 FTE) at least until the outcome of an industry review is known.

SRDC experienced a period of staff number decline in 2008–09 as a several staff retired and the positions were not filled. Since early 2010 however SRDC has sought to fill the needed positions and contracted in some instances staff in a temporary basis to fulfil needs. Although the number of staff increased in 2009–10 to fulfil these needs, SRDC has remained below the staffing levels in 2007.

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11. Department of Agriculture, Fisheries and Forestry

- The average staffing level (ASL) for 2009–10 was 4,377. The full time equivalent (FTE) number of staff at 30 June 2010 was 4,388. Current FTE, at October 2010, is 4,417, or an increase of 29 FTE. The bulk of these staff changes have occurred in the Biosecurity Services Group (BSG) in response to operational requirements. This is in accordance with the Budget which includes an estimated ASL for 2010–11 of 4,491 (2010–11 Portfolio Budget Statements).

Australian Fisheries Management Authority

- There has been no significant changes in staffing levels since Budget Estimates 2010. AFMA had 233 staff employed at Budget Estimates. As at 20 October 2010 the number of staff employed was 230.

Australian Pesticides and Veterinary Medicines Authority

- No changes in staffing levels since Budget Estimates 2010

Wheat Exports Australia

- There have been no changes to staffing levels since Budget Estimates 2010.

Australian Wine and Brandy Corporation

- There have been no changes to staffing levels since Budget Estimates 2010.

Cotton Research and Development Corporation

- During this period increased efficiencies and system improvements also assisted in reducing the staff level. Some administrative tasks have been shared across all staff including managers as they have a reduced workload during this period.

Fisheries Research and Development Corporation

- One staff change – on temporary leave from DAFF

Grains Research and Development Corporation

- Minimal change, if any.

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Grape and Wine Research and Development Corporation

- Finance and Compliance Manager (June 2010)

Administration Assistant

Executive Director

The three staff members performing these roles have left the GWRDC to take up other business opportunities. There are no budgetary implications and no functions sacrificed.

One role is currently vacant - no significant changes in staffing levels.

Rural Industries Research and Development Corporation

- There has been a reduction of 1 FTE for the Rural Industries Research and Development Corporation staffing level since Budget Estimates 2010. The reduction reflects a net change from departures and recruitment arising in the normal course of business. The Budgetary impact of the reduction is not material, as RIRDC plans to recruit 1 additional FTE shortly (refer Question 12).

Sugar Research and Development Corporation

- Staffing levels have remained steady since early 2010. In 2010–11, SRDC anticipates a 5% increase in staff salary costs from previous years to accommodate increases in cost of living and the changes in contracting of two of our staff. In 2009–10 two of our investment managers were contracted for part of the year, it is expected that this year the investment managers will be employed for the full financial year. It is also anticipated that some of the contracted staff will become permanent staff. These costs are partly compensated by maintaining operating costs at or below last year's level.

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

12. Department of Agriculture, Fisheries and Forestry

- Yes, there are expected changes to current staffing levels over the next 12 months. The Portfolio Budget Statements show an estimated average staffing level (ASL) for 2010–11 of 4,491 an increase of 114 from the actual ASL for 2009–10 of 4,377.

The movements for average staffing levels are as follows:

| Average Staffing Level Movements | |
|----------------------------------|-------------------|
| 2009–10 Actual | 2010–11 Budget |
| 4 377 | 4 491 |

The movement in the department's ASL is due to:

- increased activity, particularly in the agricultural policy areas and minor staffing adjustments across the department
- the recommencement of the graduate and trainee programs, which were put on hold in 2009–10.

Staffing requirements are adjusted in response to operational requirements and are not targeted at specific levels.

Australian Fisheries Management Authority

- There are no expected significant changes to current staffing levels over the next 12 months.

Australian Pesticides and Veterinary Medicines Authority

- APVMA expect to receive funding for election commitments. The number of staff and the level required to deliver the commitments is estimated to be 4 additional staff in 2010-11 at the APS 6 or EL1 level. In 2011-12 we expect an additional 11 staff at the APS 6 or EL1 level. These election commitments were not included in the 2010-11 budget.

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- No expected changes in staffing levels.

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Cotton Research and Development Corporation

- No

Fisheries Research and Development Corporation

- No expectation of significant changes

Grains Research and Development Corporation

- No

Grape and Wine Research and Development Corporation

- No expected changes to current staffing levels.

Rural Industries Research and Development Corporation

- Total staffing level to reduce by 0.6. This is the net change from an increase in APS5 FTE of 1, increase in APS4 FTE of 0.4, reduction in APS6 FTE of 1, and a reduction in SES B2 FTE of 1. There will be changes in the composition of the workforce that do not alter the existing total FTE level. RIRDC set a target to reduce the number of SES B1 equivalent staff by 2 and increase EL2 by 2. The change in composition will be achieved by job reclassification, natural attrition, and ceasing acting arrangements. RIRDC expects FTE for 2010-11 to be approximately 27; slightly less than the Budget Estimate of 28.

Sugar Research and Development Corporation

- Yes, there may be some changes as a result of the Enterprise Bargaining process but this process has not yet been completed. It is expected that some staff currently contracted will become permanent staff and that there may be some job reclassifications. The anticipated breakdown of staff is:
 - 1 SES level Executive Director (1 FTE)
 - 4 Investment Manager (3.3 FTE)
 - 1 Communications Manager (1 FTE)
 - 2 Administration Managers (1.6 FTE)
 - 1 Administration Assistant (1 FTE)

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

13. Department of Agriculture, Fisheries and Forestry

- There has been no target for staff reductions to achieve savings in 2010–11.
- Achieving the 1.25 per cent efficiency dividend will be managed through the planning process and internal budget. It is not known whether this will include staff reductions.

Australian Fisheries Management Authority

- No

Australian Pesticides and Veterinary Medicines Authority

- No

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- No target for staff reductions.

Cotton Research and Development Corporation

- No target for staff reductions.

Fisheries Research and Development Corporation

- Our staff has reduced from 12 in 2009-10 to 11 in 2010-11. FRDC has no plans to reduce staffing levels further. FRDC continues to look for savings each year and is working towards other efficiencies collaborating with like agencies. FRDC has also participated in efficiency reviews in 2009-10.

Grains Research and Development Corporation

- No

Grape and Wine Research and Development Corporation

- No target for staff reductions.

Rural Industries Research and Development Corporation

- RIRDC set a target to reduce the number of SES equivalent staff to 3. This will be achieved by job reclassification, natural attrition, and ceasing acting arrangements.

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Sugar Research and Development Corporation

- SRDC is not covered by the 1.25% efficiency dividend according to the Government's election commitment. When the Enterprise Bargaining Process is implemented there will be offsets included to address any increased staff costs. These have not yet been defined.

14. Department of Agriculture, Fisheries and Forestry

- Staff were identified for the offers in accordance with the relevant provisions of the Department of Agriculture Fisheries and Forestry Collective Agreement 2009-2011 or the Meat Program Agreement 2007-2010, and its successor, the Meat Inspection Enterprise Agreement 2010-11.

VRs (Non SES) and SES incentive to retire

| | 2008-2009 | 2009-2010 | 1 July 2010–20 October 2010 |
|-----------------------------------|-----------|-----------|-----------------------------|
| Number offered | 5 | 93 | 21 |
| Number accepted | 5 | 85 | 20 |
| Number rejected | 0 | 5 | 1 |
| Number yet to decide | 0 | 0 | 0 |
| Redeployed after redundancy offer | 0 | 3 | 0 |
| SES incentive to retire | 5 | 3 | 0 |

Australian Fisheries Management Authority

- No

Australian Pesticides and Veterinary Medicines Authority

- No

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- No

Cotton Research and Development Corporation

- No

Fisheries Research and Development Corporation

- No

Grains Research and Development Corporation

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

- No

Grape and Wine Research and Development Corporation

- No

Rural Industries Research and Development Corporation

- No

Sugar Research and Development Corporation

- No

15. Department of Agriculture, Fisheries and Forestry

- Between 24 May 2010 and 20 October 2010 inclusive the Department has employed 207 ongoing employees.
- The levels of the ongoing employees who commenced between 24 May 2010 and 20 October 2010 are show in the table below.

| Classification | Total |
|-----------------------|--------------|
| SES 3 | 1 |
| SES 2 | 1 |
| SES 1 | 2 |
| EL 2 | 13 |
| EL1 | 31 |
| APS 6 | 30 |
| APS 5 | 25 |
| APS 4 | 29 |
| APS 3 | 8 |
| APS 2 | 66 |
| APS 1 | 1 |

- The table below indicates where the ongoing employees recruited between 24 May and 20 October 2010 are physically located.

| Classification | ACT | NSW | NT | QLD | SA | VIC | WA | Total |
|-----------------------|--------------|-------------|------------|-------------|------------|-------------|-------------|--------------|
| SES3 | 1.0 | - | - | - | - | - | - | 1.0 |
| SES2 | 1.0 | - | - | - | - | - | - | 1.0 |
| SES1 | 2.0 | - | - | - | - | - | - | 2.0 |
| EL2 | 12.7 | - | - | - | - | - | - | 12.7 |
| EL1 | 26.0 | 2.0 | - | - | 1.0 | 1.0 | 1.0 | 31.0 |
| APS6 | 21.7 | 2.7 | - | 2.0 | - | 3.0 | - | 29.4 |
| APS5 | 19.0 | 1.0 | - | 2.0 | - | 2.0 | 1.0 | 25.0 |
| APS4 | 18.0 | - | - | 1.0 | 7.0 | 2.0 | - | 28.0 |
| APS3 | 4.0 | - | - | 2.0 | - | 2.0 | - | 8.0 |
| APS2 | 1.0 | 16.6 | 1.0 | 20.2 | - | - | 18.0 | 56.8 |
| APS1 | - | - | - | - | - | 1.0 | - | 1.0 |
| Total | 106.4 | 22.3 | 1.0 | 27.2 | 8.0 | 11.0 | 20.0 | 195.9 |

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Australian Fisheries Management Authority

| Classification | Number | Darwin | Canberra |
|-----------------------|---------------|---------------|-----------------|
| SES Band 1 | 1 | 1 | - |
| APS 6 | 2 | - | 2 |
| APS 5 | 1 | - | 1 |
| APS 4 | 4 | - | 4 |
| APS 3 | 1 | - | 1 |

Australian Pesticides and Veterinary Medicines Authority

- 2 APS 3 – Canberra, Symonston.

Wheat Exports Australia

- Two ongoing staff recruited: 1–EL1, 1–EL2
- Located in the ACT.

Australian Wine and Brandy Corporation

- Five (5) staff recruited in Adelaide, SA, to replace voluntary terminations.
Similar salary classifications

Cotton Research and Development Corporation

- General Manager Business & Finance was recruited to fill vacant position, SES 1 equivalent, Narrabri NSW.
- Casual accounts clerk position changed to part-time trainee accountant for continuing incumbent.

Fisheries Research and Development Corporation

- Nil

Grains Research and Development Corporation

- Nil.

Grape and Wine Research and Development Corporation

- One SES employee located at the Adelaide office.

Rural Industries Research and Development Corporation

- RIRDC has not recruited any permanent staff since Budget Estimates 2010.

Sugar Research and Development Corporation

- Nil

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

16. Department of Agriculture, Fisheries and Forestry

- During the period 24 May 2010 to 20 October 2010 inclusive the Department has engaged 92 employees on a non-ongoing basis. This includes full time, part time and casual employees.
- The average length of their employment is 204 calendar days.

Australian Fisheries Management Authority

- AFMA has engaged thirteen (13) non-ongoing employees since 10 May 2010. The average length of their employment contracts is 9.7 months.

Australian Pesticides and Veterinary Medicines Authority

- 14 non-ongoing new starters. Average length of employment period is 3 months

Wheat Exports Australia

- 1 commencement of contract: APS6 for 6 months.

Australian Wine and Brandy Corporation

- Nil

Cotton Research and Development Corporation

- None

Fisheries Research and Development Corporation

- Nil

Grains Research and Development Corporation

- Seven staff contracted for 3 years and two staff contracted for 1 year.

Grape and Wine Research and Development Corporation

- One (administrative support) contract position for a six month (two day per week) period—October 2010 to April 2011.
- One (administrative support) contract position extended—October 2010 to October 2011.

Rural Industries Research and Development Corporation

- Five (5) employees engaged on contract with an average contract period of 2.3 years.

Sugar Research and Development Corporation

- 2 Investment Managers
- One nine (9) month contract and one three (3) month contract.

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Question: CSD 02 (continued)

17. Department of Agriculture, Fisheries and Forestry

- No

Australian Fisheries Management Authority

- No

Australian Pesticides and Veterinary Medicines Authority

- No

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- No

Cotton Research and Development Corporation

- No

Fisheries Research and Development Corporation

- No

Grains Research and Development Corporation

- No

Grape and Wine Research and Development Corporation

- No

Rural Industries Research and Development Corporation

- No

Sugar Research and Development Corporation

- No

18. Department of Agriculture, Fisheries and Forestry

- No, not outside of the response provided at question 14.

Australian Fisheries Management Authority

- No

Australian Pesticides and Veterinary Medicines Authority

- No

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- No

Cotton Research and Development Corporation

- No

Fisheries Research and Development Corporation

- No

Grains Research and Development Corporation

- No

Grape and Wine Research and Development Corporation

- No

Rural Industries Research and Development Corporation

- RIRDC set a target to reduce the number of SES equivalent staff to 3. This will be achieved by job reclassification, natural attrition, and ceasing acting arrangements.

Sugar Research and Development Corporation

- No

19. Department of Agriculture, Fisheries and Forestry

- At the time of the Supplementary Budget Estimates in October, the 2010 election efficiencies (savings) identified for the department were not endorsed by the government. Since then the Mid-Year Economic and Fiscal Outlook (MYEFO) has been published, and the department will be implementing the savings published as reflected below.
- The department will achieve savings of \$1.25 million from the Climate Change Adjustment program re-establishment grants as an offset for the commitment to the better regulation of agricultural and veterinary chemicals. Re-establishment grants are demand driven and significant uptake is not expected.

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Question: CSD 02 (continued)

The department will also achieve savings of \$2 million from the Regional Food Producers Innovation and Productivity program as an offset for the National Food Plan (\$1.5 million) and the Northern Australia Sustainable Futures program (\$0.5 million). Development of a National Food Plan would be broadly consistent with the objectives of this program. The department will receive \$0.5 million for its role in the Northern Australia Sustainable Futures program.

These initiatives will not impact total staffing levels.

Australian Fisheries Management Authority

- N/A

Australian Pesticides and Veterinary Medicines Authority

- The APVMA were not identified as delivering efficiencies.

Wheat Exports Australia

- No

Australian Wine and Brandy Corporation

- N/A

Cotton Research and Development Corporation

- N/A

Fisheries Research and Development Corporation

- N/A

Grains Research and Development Corporation

- No

Grape and Wine Research and Development Corporation

- N/A

Rural Industries Research and Development Corporation

- N/A

Sugar Research and Development Corporation

- N/A

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Question: CSD 02 (continued)

20. Department of Agriculture, Fisheries and Forestry

- The department's Graduate Development Program will resume in 2011. The recruitment and selection process for 2011 is complete and 69 graduates, including three Indigenous graduates, have accepted positions. This is an increase from previous intakes to address any potential skills gap that may arise out of the pause to the program in 2010.

The Australian Bureau of Agricultural and Resource Economics – Bureau of Rural Sciences (ABARE-BRS) Graduate Program continues in 2011. The recruitment and selection process for 2011 is complete and 17 economics graduates have accepted positions.

Trainees

The department's Traineeship Program will resume in 2011. Following a review of the program in 2010, a key change will be utilising the department's status as a Registered Training Organisation to deliver the Certificate III in Government in-house. The recruitment and selection process is currently underway. It is expected there will be 15 trainees in 2011, similar to previous intakes.

University Vacation Employment Program

The department's University Vacation Employment Program (UVEP) continues in 2011 with 11 students being engaged across the department. This is a decrease from previous years due to budgetary restraints.

ABARE-BRS UVEP continues in 2011 with 17 economists and science students being engaged.

Indigenous specific programs

The department participates in the Australian Public Service Commission's Pathways program to recruit Indigenous graduates, trainees and cadets. Including the three Indigenous graduates, seven Indigenous trainees and four Indigenous cadets will commence with the department in late 2010 or early 2011. This is an increase from previous years, supporting the COAG direction to increase Indigenous employment across the public service to 2.7 per cent by 2015, operational requirements and a desire for the department to be more reflective of the Australian community.

Australian Fisheries Management Authority

- AFMA is not conducting a graduate, cadetship or similar project during 2010. AFMA is considering a small number of graduates (up to 4) for 2011–2012.

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Agriculture, Fisheries and Forestry

Question: CSD 02 (continued)

Australian Pesticides and Veterinary Medicines Authority

- The APVMA has run two graduate programs since 2008. Both successful but quite costly for a small agency. As a self funded agency we are looking at bulk recruitment rounds to sustain our attraction requirements rather than a graduate or cadetship program.

Wheat Exports Australia

- Nil

Australian Wine and Brandy Corporation

- N/A

Cotton Research and Development Corporation

- Casual accounts clerk position changed to part-time trainee accountant for continuing incumbent.

Fisheries Research and Development Corporation

- Nil

Grains Research and Development Corporation

- Nil

Grape and Wine Research and Development Corporation

- N/A

Rural Industries Research and Development Corporation

- Nil

Sugar Research and Development Corporation

- No changes are currently planned for graduate recruitment or cadetship programs within SRDC.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: CSD 03

Division/Agency: Corporate Services

Topic: Consultancy contracts

Proof Hansard Page: Written

Senator Colbeck asked:

1. How much has the department spent on consultancy services since Budget Estimates 2010? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the contract, and the method of procurement (i.e. open tender, direct source, etc).
2. How can the department justify this expenditure?
3. How many consultancies have been undertaken or are underway since Budget Estimates 2010? Please identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the contact, and the method of procurement (i.e. open tender, direct source, etc). Please also include total value for all consultancies, including figures for total spending on consultancies and also value of contracts awarded? Provide total figures since Budget Estimates 2010 and a breakdown on these figures for the financial year 2008/09 and 2009/10 financial year to date.
4. Is the department/agency up to date with its reporting requirements on the Government's tender and contracts website? Are the figures available on that site correct?
5. Has there been any changes in the consultancies planned for this calendar year since Budget Estimates 2010? If yes, 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, projected cost and method of procurement as above, and the name of the consultant if known
6. Could the department provide a complete list of current consultancy services. For each consultancy, please indicate the rationale for the project and its intended use. For each consultancy, please indicate why the Department or its agency could not have undertaken the work themselves.

Answer:

1. The Department of Agriculture, Fisheries and Forestry has spent \$6 034 772 on consultancy services since Budget Estimates (24 May to 20 October 2010). Details of each consultancy is provided at Attachment A.
2. The department hires consultants where specialised or professional skills are not available in the department or where there is an identified need for independent research or assessment.

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Question: CSD 03 (continued)

3. The department has entered into 67 consultancy contracts since Budget Estimates (24 May to 20 October 2010) at a total cost of \$4 982 748.

The department entered into 162 consultancy contracts during 2009-10 at a total cost of \$9 609 907.

The department entered into 192 consultancy contracts during 2008-09 at a total cost of \$16 537 050.

Details of all the department's consultancy contracts, including descriptions, are available through AusTender, the government's electronic procurement information system at www.tenders.gov.au.

4. Yes.

5. Yes and these are published in the department's 2010-11 Annual Procurement Plan (APP). The department's APP is published on AusTender at the commencement of each financial year and updated throughout the year to provide details of all planned approaches to market.

The procurement method, duration, cost, and name of the consultant for these approaches to market are not yet known and these details will be determined prior to and following the approaches to the market.

6. As at 20 October 2010, the department had 80 active consultancy contracts at a total cost of \$11 048 730. Details of these consultancy contracts, including descriptions and consultancy justification reasons, are available through AusTender.

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Question: CSD 04

Division/Agency: Corporate Services

Topic: Consultancy contracts

Proof Hansard Page: Written

Senator Colbeck 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:

1. No.
2. No.
3. No.
4. Yes. The department has engaged Universal McCann (shares ABN with McCann-Erickson) to provide services in accordance with the whole of government arrangements for campaign advertising.

Details of all the department's contracts with Universal McCann are available through AusTender, the government's electronic procurement information system at www.tenders.gov.au.

5. No.

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Question: CSD 04 (continued)

6. No.

7. No.

8. No.

9. No.

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Question: CSD 05

Division/Agency: Corporate Services Division

Topic: Grants

Proof Hansard Page: Written

Senator Colbeck asked:

1. Could the Department provide a list of all discretionary grants, including ad hoc and one-off grants since Budget Estimates 2010? 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?
3. Did the Minister approve each of these grants?

Answer:

1. A list of all grants, including ad hoc and one-off grants, since 1 January 2009, is available on the department's website at www.daff.gov.au under reporting obligations. The published information includes the name of the recipient, purpose of the grant and the locations that will benefit from the grant.
2. The department has published grants information on the department's website since 1 January 2009, as required by the Commonwealth Grant Guidelines. In some instances the department was late in complying with the requirement to publish within seven business days of signing the funding agreement.
3. No. The minister and delegates within the department approved the grants.

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Agriculture, Fisheries and Forestry

Question: CSD 06

Division/Agency: Corporate Services Division

Topic: Hospitality

Proof Hansard Page: Written

Senator Colbeck asked:

1. What is the Department's hospitality spend since Budget Estimates 2010?
2. Please detail date, location, purpose and cost of all events.
3. For each Minister/Parl Secretary's office, please detail total hospitality spend FYTD.
4. Please detail date, location, purpose and cost of each event.

Answer:

1. The hospitality spend for the period 21 May 2010 to 20 October 2010 was \$33 967.17.
2. Attachment A provides details of the date, location, purpose and cost. Data was extracted from the department's financial management information system on 2 November 2010.
3. For the period 1 July 2010 to 20 October 2010, the total hospitality spend by the Hon. Tony Burke MP, then Minister for Agriculture, Fisheries and Forestry and the Hon Joe Ludwig, Minister for Agriculture, Fisheries and Forestry was nil. For the same period the total expense on hospitality by the Hon Dr Mike Kelly AM MP, Parliamentary Secretary for Agriculture, Fisheries and Forestry, was \$622.03.
4. Attachment B provides details of the date, location, purpose and cost of each event.

**Official hospitality expense for the department for the period
21 May 2010 to 20 October 2010**

| Date of Event | Purpose | Location | Cost \$ (inc GST) |
|---------------------------|---|-------------------------------|------------------------------|
| 21/05/2010 | Office of Horticultural Market Access - Lunch | Canberra | 107.00 |
| 26/05/2010 - 7/06/2010 | Australia-China Agriculture Cooperation Agreement (ACACA) – Food Quality & Safety visit - Meals | Melbourne/Adelaide / Sydney | 3 724.00 |
| 31/05/2010 | Industry reps and Minister Burke - discussion on future drought issues - Dinner | Canberra | 1 687.00 |
| 31/05/2010 | Expert Advisory Committee for round 2 of Climate Change Research Program - Dinner | Canberra | 205.00 |
| 15/06/2010 | Asia-Pacific Economic Cooperation (APEC) Quarantine Regulators Conference - Dinner | Valparaiso, Chile | 1 850.00 |
| 20-25/ 06/2010 | Korean Food Safety Study Mission - Meals | Canberra/Sydney/ Brisbane | 1 969.52 |
| 1/07/2010 | National Australia Bank - Discussion on issues facing the rural sector - Morning tea | Wagga Wagga | 33.00 |
| 1/07/2010 | Producers - Discussion on issues facing the rural sector - Morning tea | Junee | 66.00 |
| 1/07/2010 | Korean Food Safety Mission - Lunch | Canberra | 551.00 |
| 19-22/ 07/2010 | Future Post Entry Quarantine Arrangements (FPEQA) Stakeholder Briefing - Refreshments | Sydney/Brisbane/ Melbourne | 1 387.00 |
| 20/07/2010 | Dairy Situation Outlook briefing - Lunch | Canberra | 150.00 |
| 30/07/2010 | FPEQA Stakeholder Briefing - Refreshments | Perth | 70.00 |
| 31/07/2010 | Korean National Plant Quarantine Services - Lunch | Canberra | 135.00 |
| 1/08/2010 | Recreational Fishing Industry Development Strategy - Round table meeting - Lunch | Canberra | 208.00 |
| 2-3/08/2010 | FPEQA Stakeholder Briefing - Refreshments | Canberra | 1 155.00 |
| 5/08/2010 | Delivery agency for Farmers Exceptional Circumstance Interest Rate Subsidies (ECIRS) - Lunch | Canberra | 246.00 |
| 9/08/2010 | Plant Pest Risk Analysis Training Workshop – Dinner | Hanoi, Vietnam | 841.23 |
| 9-17/08/2010 | Cooperation on Agri-food Trade - Meals | Sydney/Brisbane/ Melbourne | 2 235.49 |
| 16-17/ 08/2010 | ACACA Study Mission to Australia - Meals | Brisbane | 520.41 |
| 16/08/2010 | Chilean Officials - market access of Australian salmon eggs to Chile - Dinner | Canberra | 266.00 |
| 17 & 19/ 08/2010 | ACACA Study Mission to Australia - Meals | Melbourne | 564.66 |
| 23/08/2010 | ACACA Study Mission to Australia - Meals | Sydney | 450.51 |
| 25/08/2010 | Exec Director International Tropical Timber Organisation - Lunch | Canberra | 120.00 |
| 30/08/2010 | Crawford fund - Lunch | Canberra | 1 838.58 |

**Official hospitality expense for the department for the period
21 May 2010 to 20 October 2010**

| Date of Event | Purpose | Location | Cost \$ (inc GST) |
|----------------------|---|-------------------|------------------------------|
| 31/08/2010 | Exec Director International Tropical Timber Organisation - Lunch | Canberra | 338.00 |
| 31/08/2010 | Korean Food Safety mission - Lunch and dinner | Canberra/Brisbane | 3 129.00 |
| 31/08/2010 | Australia-Indonesia Working Group on Agriculture, Food and Forestry Cooperation, Co-chairs - Dinner | Darwin | 595.00 |
| 1/09/2010 | Chinese Government Forestry Delegation - Dinner | Canberra | 1 844.00 |
| 2/09/2010 | Illegal logging working group - Lunch | Canberra | 403.00 |
| 13/09/2010 | Post Entry Quarantine Arrangements Risk Workshop - Lunch | Canberra | 127.50 |
| 14/09/2010 | Japan and Australian Bilateral meeting - Dinner | Canberra | 1 169.73 |
| 15/09/2010 | New Zealand MAFF on development and use of BICON - Lunch | Canberra | 625.70 |
| 16/09/2010 | Post Entry Quarantine Arrangements Process Flow workshop - Lunch | Canberra | 170.01 |
| 16/09/2010 | Japan and Australian Bilateral discussions/field visit - Lunch | Gosford | 207.46 |
| 20/09/2010 | ACACA - Agricultural Recycling - Lunch | Sydney | 26.10 |
| 22/09/2010 | Cooperation on Agri-food Trade - Meals | Sydney | 171.00 |
| 22/09/2010 | Cooperation on Agri-food Trade - Meals | Camden NSW | 315.00 |
| 23/09/2010 | Cooperation on Agri-food Trade - Meals | Forest Hill QLD | 50.94 |
| 24/09/2010 | 2010 Agri Food Conference - Discussions with industry representatives on better feedback strategies - Lunch | Melbourne | 282.80 |
| 24/09/2010 | Cooperation on Agri-food Trade - Meals | Sydney | 32.48 |
| 27/09/2010 | Cooperation on Agri-food Trade - Meals | Sydney | 395.00 |
| 27/09/2010 | Cooperation on Agri-food Trade - Meals | Dalby | 115.01 |
| 27-28/ 09/2010 | Cooperation on Agri-food Trade - Meals | Toowoomba | 763.09 |
| 27-29/ 09/2010 | Cooperation on Agri-food Trade - Meals | Brisbane | 1 223.35 |
| 30/09/2010 | Cooperation on Agri-food Trade - Meals | Melbourne | 425.70 |
| 1/10/2010 | Cooperation on Agri-food Trade - Meals | Wodonga | 155.10 |
| 4/10/2010 | Cooperation on Agri-food Trade - Meals | Ballarat | 190.40 |
| 4-5/10/2010 | Cooperation on Agri-food Trade - Meals | Melbourne | 831.40 |
| Total | | | 33 967.17 |

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ATTACHMENT B

| Date of Event | Purpose | Location | Cost \$ (inc GST) |
|----------------------|--|---|--------------------------|
| 12/10/2010 | Working lunch with Fishing Industry stakeholders | Commonwealth Parliament Offices, Adelaide | 425.53 |
| 13/10/2010 | Lunch with Oyster Industry members | Port Lincoln | 196.50 |
| Total | | | 622.03 |

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Question: CSD 07

Division/Agency: Corporate Services Division

Topic: Freedom of Information

Proof Hansard Page: Written

Senator Colbeck asked:

1. Has the Department/agency received any advice from the Government or any other source 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?
5. Has the Department/agency received any FOI requests for its Incoming Government Brief ('Red Book')? If yes, when and will it be released?
6. Has the Department/agency received any FOI requests for its Incoming Government Brief ('Blue Book')? If yes, when and will it be released?

Answer:

1. The *Freedom of Information Act 1982* outlines the statutory requirements agencies must meet when responding to requests. The Department of the Prime Minister and Cabinet has issued guidelines to assist agencies process freedom of information (FOI) requests and apply the FOI Act. These guidelines may be found at <http://www.dpmc.gov.au/foi/guidelines.cfm>.

Reforms to the FOI Act took effect on 1 November 2010. The new Office of the Australian Information Commissioner has issued some draft chapters of its new guidelines to assist agencies process FOI requests in accordance with the reforms.

2. As of 20 October 2010, the department had received 10 requests in the 2010-11 financial year.
3. Of the 10 requests:
 - 1 request for access was granted in full
 - 1 request for access was denied on the grounds that it would unreasonably divert the department's resources
 - 8 requests for access were undecided.
4. Since 1 July 2009, no conclusive certificates have been issued by the Minister for Agriculture, Fisheries and Forestry, or by an officer of the department on the minister's behalf.
- 5-6 Yes. On 13 October 2010, the department received a request for access to its Incoming Government Briefs, both the 'Red Book' and 'Blue Book'. The decision on access to the 'red' and 'blue' books is being considered.

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Question: CSD 08

Division/Agency: Corporate Services Division

Topic: Shredding/removal of confidential (or similar) documents

Proof Hansard Page: Written

Senator Colbeck asked:

1. What was the total cost of shredding/removal of confidential (or similar) documents in DAFF for 2009/10 and so far for 2010/11?
2. What was the total cost of shredding/removal of confidential (or similar) documents in the Minister/Parl Sec's offices for 2009/10 and so far for 2010/11?

Answer:

1. The total cost of shredding and removal of confidential documents in the department in 2009-2010 was \$145 965.

The total cost of shredding and removal of confidential documents in the department from 1 July 2010 to 31 October 2010 was \$50 360.

2. The total cost of shredding and removal of confidential documents in the Minister's office in 2009-2010 was \$2 244.

The total cost of shredding and removal of confidential documents in the Minister's and Parliamentary Secretary's offices from 1 July 2010 to 31 October 2010 was \$732.

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Question: CSD 09

Division/Agency: Department of Agriculture Fisheries & Forestry, Corporate Services Division

Topic: Staffing and travel.

Hansard Page: Written (20/10/2010)

Senator Heffernan asked:

1. How many permanent staff recruited since the previous estimates (May 2010)?
2. What levels are these staff?
3. How many temporary positions exist or have been created since additional estimates?
4. Since the previous estimates, how many employees have been employed on contract and what is the average length of their employment?
5. Provide two detailed lists (covering 2 periods) of interstate travel incurred by departmental staff. Please provide details of each trip and include the reason for travel, the cost of the travel for each staff member, the number of staff involved in the travel and what level staff were during last financial year (2009–10) and from Budget Estimates 2010–20 October 2010.
6. Provide two detailed lists (covering 2 periods) of what international travel was undertaken by departmental staff and the reason for the travel, cost of the travel for each staff member were at during last financial year (2009–10) and from Budget Estimates May 2010–20 October.

Answer:

1. Between 24 May 2010 and 20 October 2010 inclusive, 207 ongoing employees commenced in the department.
2. The levels of the ongoing employees who commenced between 24 May 2010 and 20 October 2010 are show in the table below.

| Classification | Total |
|-----------------------|--------------|
| APS 1 | 1 |
| APS 2 | 66 |
| APS 3 | 8 |
| APS 4 | 29 |
| APS 5 | 25 |
| APS 6 | 30 |
| EL1 | 31 |
| EL 2 | 13 |
| SES 1 | 2 |
| SES 2 | 1 |
| SES 3 | 1 |

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3. As at 20 October there were 197 (108 FTE) non-ongoing staff (including casual employees) employed in the department and 13 staff on temporary transfer from another government agency. Between 24 May and 20 October the department engaged 92 employees on a non-ongoing basis.
4. During the period 24 May 2010 to 20 October 2010 inclusive, the Department has engaged 92 employees on a contract basis. This includes full time, part time and casual employees. The average length of their employment is 204 calendar days.
5. In 2009–10, the department's domestic travel costs were \$12 797 606 and 10,228 tickets were issued. During the period from 24 May 2010 to 20 October 2010, the department's travel costs were \$7 500 742 and 6853 tickets were issued. Detailed information on each trip has not been provided because it would necessitate a significant diversion of resources.
6. In 2009–10, the department's international travel costs were \$5 665 912 and 802 tickets were issued. During the period from 24 May 2010 to 20 October 2010, the department's international travel costs were \$3 651 628 and 537 tickets were issued. Detailed information on each individual visit has not been provided because it would necessitate a significant diversion of resources.