

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

Agriculture, Fisheries and Forestry

Question: 1

Division/Agency: Government Division

Topic: Let's Talk Forum – Our Strategic Plan: Shaping and Owning It

Proof Hansard page: 5–6

Senator COLBECK asked:

Dr O'Connell: The process was primarily one where the executive had sessions with staff across the board discussing the identity, the mission and the vision of the department to ensure that staff both understood what the objectives we had were and also to get feedback from them as to how to better state that, if you like. So primarily this was driven by discussion between the executive and staff, and by working, I guess, off of some feedback we had going through a process of engaging with stakeholders through processes like the secretary's biosecurity round table, which I run. It was clear to us that we were not giving our message clearly enough in terms of the function of the department. Rather, there was a tendency for our stakeholders to see component parts of our department, such as ABARES or AQIS. Historically they have the primary drivers. So it was an attempt to just capture that and make sure all our people were operating to the same set of ends.

Senator COLBECK: How much did we spend on it?

Dr O'Connell: On the process of getting the strategic statement? The strategic statement was predominantly done internally, in terms of the normal work of the executive. I would have to get an estimate for you of how much it costs in executive time. But we could do that.

Senator COLBECK: What about consultants?

Answer:

The total cost for the 'Let's talk' forum held in April 2011 on the development of the Department of Agriculture, Fisheries and Forestry's strategic plan was \$9888.13, including executive and communication staff travel. The management and coordination of these forums is undertaken in-house. Where possible the sessions in the regions are scheduled around existing travel. Additional business activities are also undertaken in regional areas in conjunction with these sessions where possible. Total executive time for the 'Let's talk' forum in April is estimated at 82 hours. This includes travel and other business activities undertaken as part of the visit.

No consultant was engaged to develop or write the Strategic Plan. The results of a review on departmental identity helped to inform the development of the Plan.

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Question: 2

Division/Agency: Government Division

Topic: Strategic Statement

Proof Hansard page: 6-7

Senator COLBECK asked:

Senator COLBECK: So effectively, 77½ thousand dollars was spent on inputs into what became this new strategic statement?

Dr O'Connell: No, that \$77,000 went to setting the framework for a whole range of other things, including identity work, branding work, the look and feel of productions and documentation. It went on to website work and things like that. That fed in to all these other things. So it certainly informed the development of this strategic statement, but it was doing a whole range of other things about, essentially, branding and presentation.

Senator COLBECK: So what has actually changed in all those other presentations?

Dr O'Connell: We have changed quite a lot. We could provide you with before and after material if you want, just to see how that has been developed. There are quite significant shifts.

Answer

Please see attachments and web links below for examples of how the department's visual identity has changed. It includes before and after material. These examples are just some samples of the communication products that have been altered as part of our new identity.

Samples prior to identity review

Attachment A – corporate stationary—before

Attachment B – corporate folder design—before

- Annual Report cover 2010–11
 - www.daff.gov.au/about/annualreport/annual-report-2010-11
- DL brochure selection—before
 - Termite Alert http://www.daff.gov.au/__data/assets/pdf_file/0006/1185135/termite-alert-web.pdf
 - Cats and dogs returning to Australia http://www.daff.gov.au/__data/assets/pdf_file/0012/2116020/cats-dogs-returning.pdf
 - Information for travellers: Didymo http://www.daff.gov.au/__data/assets/pdf_file/0007/928447/didymo-guide.pdf
- Website designs side by side before and after as indicated
 - www.daff.gov.au
 - www.aqis.gov.au

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Question: 2 (continued)

- Fact sheet design—before
 - www.daff.gov.au/__data/assets/pdf_file/0018/1076211/rodents.pdf

Samples after identity review

Attachment C – Annual Report cover design for 2011-2012

Attachment D – corporate stationary design—after

Attachment E – corporate folder design—after

Attachment F – DL brochure design—after

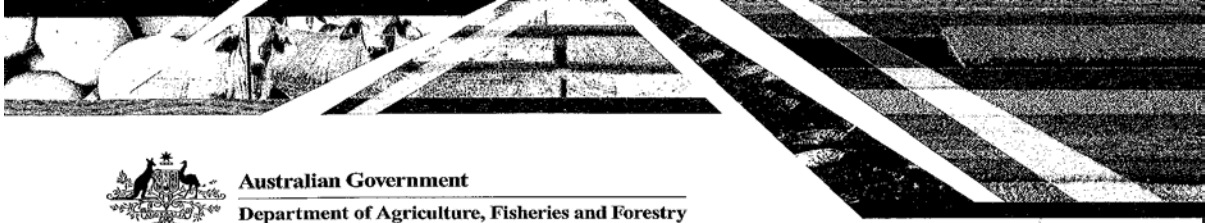
Attachment G – screen saver designs—after

- Strategic statement—after
 - www.daff.gov.au/__data/assets/pdf_file/0015/2043411/strategic-statement.pdf
- Digital newsletter (DAFF news)—after
 - www.daff.gov.au/about/publications/daffnews/issue170
- Fact sheet design—after
 - www.daff.gov.au/__data/assets/pdf_file/0017/2103029/outlook2012-tradestand-flyer.pdf
- Food Map - An analysis of the Australian food supply chain
 - www.daff.gov.au/__data/assets/pdf_file/0015/2130045/foodmap2011.pdf
- A selection of 2012 ABARES Outlook materials
 - www.daff.gov.au/abares/outlook

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Question: 2 (continued)

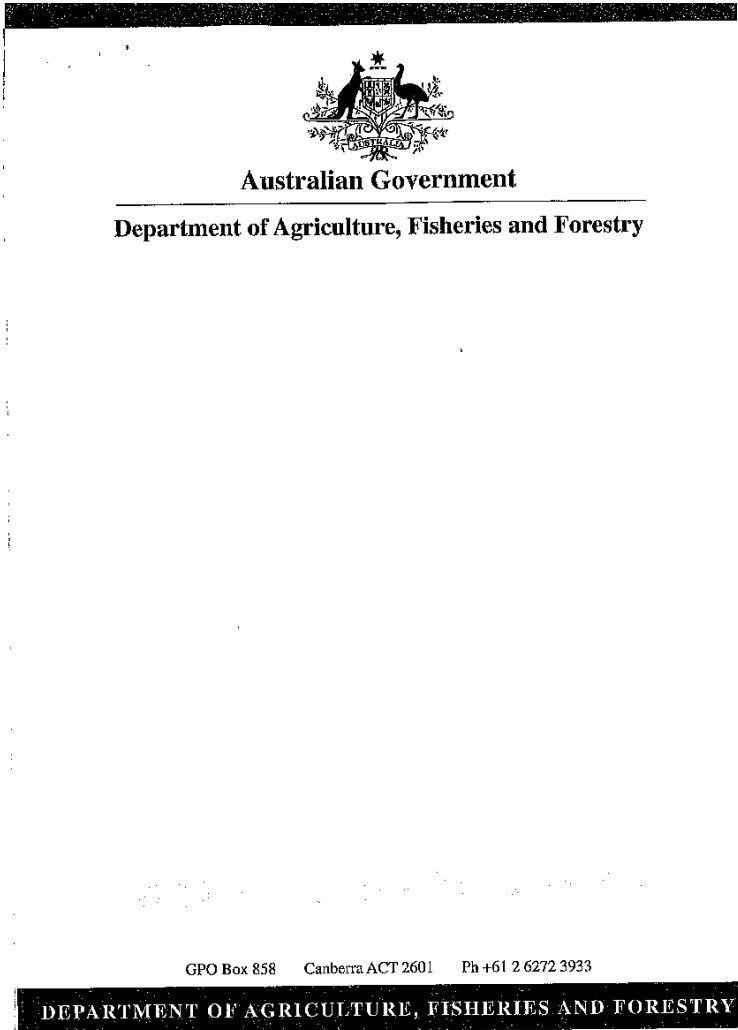
Attachment A – previous letterhead




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Question: 2 (continued)

Attachment A continued – previous compliments slips and business card




Australian Government
Department of Agriculture,
Fisheries and Forestry

Rebecca Rowley
Online Coordinator
Production Section
Communication Branch
rebecca.rowley@daff.gov.au www.daff.gov.au
Ph. 02 6272 4028 Fax 02 6272 5332

18 Marous Clarke Street, Canberra ACT 2601

GPO Box 858, Canberra ACT 2601

GPO Box 858 Canberra ACT 2601 Ph +61 2 6272 3933

DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY

Rural and Regional Affairs and Transport Committee
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Question: 2 (continued)

Attachment B – previous corporate folder



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Question: 2 (continued)

Attachment C

Annual report
 Cover

- 1 **Brandmark**
Only Masterbrand must be used for an annual report.
- 2 **Background colour**
To be Primary Masterbrand Colour.
- 3 **Document title**
Update where appropriate.
To accommodate longer copy, the headline can be reduced to a minimum of 22pt in size.
- 4 **Biosphere**
Insert relevant Biosphere scaled to fit the area provided within the template.
Any Masterbrand Biosphere can be used including the additional Biosphere.
- 5 **Our Biosphere statement**
The statement should be updated to reflect the content of the Biosphere.
Scale the cover Biosphere to fit the area provided within the template.
- 6 **Back cover Information**
Update all as appropriate.



Masterbrand—Back cover

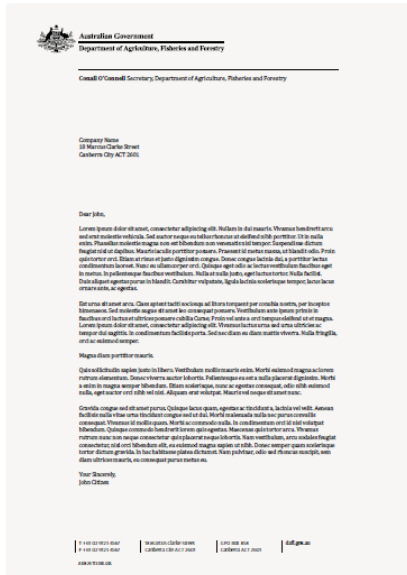
Spine Front cover

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Attachment D

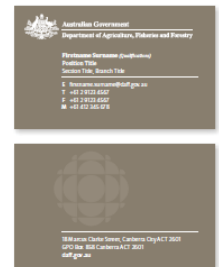
Core stationery
Key items



Masterbrand letterhead



Masterbrand with compliments slip



Masterbrand business card

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Question: 2 (continued)

Attachment E

Corporate folder
 Internal and external

- 1 **Brandmark**
 Relevant Masterbrand or Service Delivery Role brandmark to be inserted.
- 2 **Biosphere**
 Insert relevant Biosphere scaled to fit the area provided within the template.
- 3 **Background colour**
 To be changed according to the brand level of the communication.
- 4 **Our Biosphere statement**
 The statement should be updated to reflect the content of the Biosphere. Scale the cover Biosphere to fit the area provided within the template.
- 5 **Back cover information**
 Update all as appropriate.
- 6 **Inside colour**
 To be changed according to the brand level of the communication. Primary colour from relevant colour palette must be used.



Masterbrand folder (outside)



Masterbrand folder (inside)

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Question: 2 (continued)

Attachment F

DL brochure
 Best practice gallery



Masterbrand—Cover



Section title page



Text page



Program—Cover



Master Program—Cover



Service Delivery Role—Cover



Section title page



Text page



Feature page

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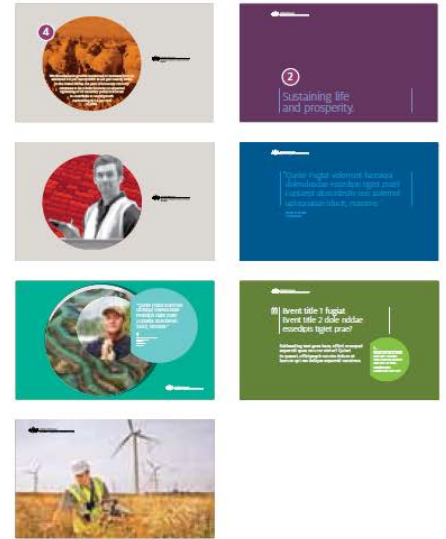
Question: 2 (continued)

Attachment G

Screensavers
 Examples



- 1 Background colour**
Use one relevant colour palette for brand level. Any colour selection within the palette can be used for the screensaver suite.
- 2 Typography**
Main heading, pull quote and body copy should appear consistently in the configurations shown.
- 3 Brandmark**
Relevant Masterbrand or Service Delivery Role brandmark to be inserted.
- 4 Biosphere**
Insert relevant Biosphere scaled to fit the area provided within the template.



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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 3

Division/Agency: Government Division

Topic: DAFF 'Let's talk' forums

Proof Hansard page: 7

Senator COLBECK asked:

Senator COLBECK: How often would these 'let's talk' conversations or processes go on?

Ms Freeman: We have had them on a range of issues. We would have to take that on notice. We can find that out for you today. That is not hard. They are on a range of issues that are running. They are to seek the views of staff. It is part of the business.

Answer:

The Department of Agriculture, Fisheries and Forestry holds two 'Let's talk' forums a year.

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Agriculture, Fisheries and Forestry

Question: 141

Division/Agency: Government Division

Topic: Women on Government Boards

Proof Hansard page: Written

Senator COLBECK asked:

1. QON 144 October 2011 asked about the strategies that were in place to increase the number of women on government appointed boards and councils. This was not answered. Provide details of the strategies in place to increase the number of women on government appointed boards and councils.

Answer:

In view of the extremely low number of appointments to government boards prior to 2008, the current government has adopted a 40 per cent gender balance target to ensure that women are not overlooked in board appointments. Failure to properly utilise the talents of women reduces significantly the talent pool available to government, and results in poorer appointment and policy outcomes. By employing a range of strategies, the number of women on government portfolio bodies increased from around 16 per cent in 2007 to nearly 40 per cent in 2012.

The Department of Agriculture, Fisheries and Forestry (DAFF) considers the government's 40 per cent gender balance target when facilitating appointments to portfolio bodies, including boards and councils. A variety of strategies are in place to increase the number of women on portfolio government boards and councils (portfolio bodies) to meet this target, including the following:

- The minister instructs selection committees to take into account the government's gender balance target, in addition to considering applicants from a wide geographical base with a diverse range of skills and expertise. The selection committee reports on the ratio of male to female applicants in the selection process
- DAFF provides selection committees with lists of potentially suitable appointment candidates from searches of the AppointWomen database and the department's Balance database
- When briefing the minister about potential appointments to portfolio bodies, DAFF details the expected gender ratio on the portfolio body and whether it is consistent with the government's target

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Question: 141 (continued)

- DAFF promotes its Balance database and the government's gender balance target with peak industry groups, stakeholders and other suitable parties who are interested in participating on portfolio bodies. Women are encouraged to register with Balance.
- Vacancies at portfolio bodies are advertised on the Women on Boards website (www.womenonboards.org.au). DAFF also has a distribution list of people (predominantly women) to email about portfolio board and other body vacancies.
- The Community Networks and Capacity Building section of DAFF's Australian Farming Future program focuses on increasing the leadership and representative capacity of women (and other target groups) to strengthen primary industry productivity. By building capacity and increasing awareness of the leadership and representative roles within the portfolio we aim to achieve and maintain memberships of at least 40 per cent women on portfolio bodies.

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ANSWERS TO QUESTIONS ON NOTICE

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Question: 142

Division/Agency: Government Division

Topic: Release of Additional Estimates Briefings

Proof Hansard page: Written

Senator COLBECK asked:

1. QON 145 October 2011 asked how requests for creation of redacted versions of materials are assessed. This question was not answered, other than to say the specific request that had been made was "considered an unreasonable diversion of departmental resources". Please answer the question, that is, how are requests for the creation of redacted versions of materials assessed?
2. How is the decision that something is "considered an unreasonable diversion of departmental resources" reached?
3. Is it just the number of hours it takes to do the work?
4. What other criteria applied to the consideration of such requests?
5. How can the Government claim 200 hours to create a redacted version of the material provided to the Minister for Additional Estimates an "unreasonable diversion of resources for the department" when it has spent 708.25 hours to creating a redacted version of the Incoming Government Brief?

Answer:

1. Requests for redacted versions of briefing prepared for Ministers appearing before Parliamentary committees are considered in relation to the provisions of the Government guidelines for official witnesses before Parliamentary committees and related matters – November 1989.
2. Assessment will vary according to the context of the information being requested including consideration of the scale of public interest and whether the work involved means that Department of Agriculture, Fisheries and Forestry (DAFF) employees will be diverted from essential tasks supporting the operation of the government.
3. No.
4. Other criteria that may be applied to requests for creating redacted versions of material may include consideration of the nature of the material being requested, such as whether it contains information that concerns the privacy, commercial, business or professional interests of individuals, companies or organisations.
5. The redacted version of the 2010 Incoming Government Brief was prepared following a number of requests under the *Freedom of Information Act 1982 (Cth)* to DAFF.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 146

Division/Agency: Government Division

Topic: DAFF Social Media Policy

Proof Hansard page: Written

Senator COLBECK asked:

The answer to QON 2 October 2011 indicated that the Social Media Policy would be completed "this calendar year". This has been on the agenda since Additional Estimates February 2011. Has the Social Media Policy now been completed? Provide a copy.

Answer:

The Department of Agriculture, Fisheries and Forestry's social media policy was circulated to staff via the Intranet in December 2011. A copy of the policy is attached.

The policy is currently being reviewed to consider recent advice from the Australian Public Service Commissioner and will be published on the department's website once updated.



Australian Government

Department of Agriculture, Fisheries and Forestry

DAFF social media policy

For further information contact

socialmedia@daff.gov.au

19 December 2011

Introduction

Social media refers to the use of web-based or mobile technologies to turn communication into interactive dialogue. For the purposes of this policy, the term 'social media applications' will apply to any such technologies.

The Australian Government's "open government" policy statements released in 2010¹, encouraged agencies to consider the opportunities created by social media to more effectively engage with staff, stakeholders and the community.

As outlined in the Government 2.0 taskforce report, social media can increase community engagement and collaboration in policy development and service provision, leading to more open and democratic government processes. It can also contribute to early identification of public issues or concerns, leading to more effective, responsive risk management and stakeholder engagement.

This policy is designed to help the department to build capability and capacity to engage through social media in a deliberate and considered way. These aims have been balanced against the legal and policy risks of using social media.

Purpose

This policy provides structure and support for the use of social media as a means to enable improved communication and engagement between staff, stakeholders and the community.

It sets out the overarching policy guidance for use of social media applications, both for official departmental business and for any personal use which either uses DAFF IT systems or which may reflect on the department.

Policy principles

Business needs will drive decisions about the department's participation in social media activities. These will be selected and developed to meet specific business requirements or as part of a coordinated program of engagement, rather than as isolated activities.

Development of new social media applications will be developed in accordance with existing departmental communications and ICT procedures.

Staff authorised by the Communication Branch will be permitted to post content on external social media applications for official departmental purposes. Access to social media applications for reasonable personal use is regulated generally by the department's internet and email code of conduct.

This policy references, and should be read in conjunction with, existing departmental policies and does not seek to duplicate these where the directions are still relevant and applicable to the use of social media by the department. It is also supported by a set of social media principles to guide staff in their engagement with social media.

This policy is consistent with the Australian Public Service Commission's [Protocols for online participation](#).

Separate guidance for staff, stakeholders and the community in relation to any terms and conditions for use of social media applications and any legal and security risks will be issued by Communication Branch.

¹ [Declaration of Open Government](#), Lindsay Tanner, Minister for Finance, July 2010 and "[Engage](#)". [Report of the Government 2.0 Taskforce](#), December 2009 and the [Australian Government Response](#), May 2010

Policy guidelines

There are eight key elements that will guide the application of this social media policy:

1. Employee access

Staff will be provided with access to social media applications where SES requests are made to and granted by Assistant Secretary, Communication Branch and the Chief Information Officer. Staff must then agree to any relevant terms and conditions of use of the social media application.

The department currently restricts access to social media applications that present a technical threat, largely due to their impact on network performance and data storage capacity. This includes audio and video sharing websites. Access to these applications will continue to be restricted subject to exceptions including where staff demonstrate a proven business need.

2. Acceptable use

Access to social media applications via the department's IT systems may be for:

- official departmental purposes, including representing the department online, or engaging in authorised professional development forums or activities
- reasonable personal use, consistent with this and other relevant policies including the department's internet and email code of conduct.

Except where specifically authorised to do so, departmental officers must not develop or provide content for social media applications that:

- attempts to speak, or could be interpreted as speaking, on behalf of the department or the government
- relates to confidential matters
- could be interpreted as infringing on the apolitical position of the APS
- could otherwise bring the department or the APS into disrepute.

3. Account management

Most social media applications require a user account to be created in order to participate. Where this is necessary, unless otherwise set out in the guidance for the social media application:

- for any official departmental purposes an account should be established that uses the staff member's firstname.lastname@daff.gov.au email address
- for any reasonable personal use, staff must not use their official departmental account, email address or other departmental title or contact details.

The department recognises that some social media applications (e.g. Facebook) prohibit the establishment of multiple user accounts. The department's intention is that staff will comply with the relevant terms and conditions of these applications.

4. Employee conduct

The APS Code of Conduct and other departmental policies and instructions that apply to employee conduct still apply when using social media applications. Staff should be aware that in some instances these policies will apply to both official departmental use and their personal use of social media applications (whether or not such use is on the department's IT systems).

5. Content

Only staff who have been authorised in accordance with this policy are permitted to post official departmental views or statements via social media applications.

If using social media applications for reasonable personal use (whether or not such use is via departmental IT systems) staff should ensure their views cannot be mistaken as those of the department, or as representing an official government opinion.

Staff may be authorised on behalf of the department, to either:

- post content generally in a subject area of defined scope (e.g. discussion on a policy initiative and its benefits to the community)
- post specific content that has been approved (e.g. the wording for a new policy announcement).

When posting material on behalf of the department, staff should ensure they clearly indicate that it is the department's official position on the issue.

6. Security

This policy is consistent with the requirements of the ICT security policy and relevant whole-of-government security policies. This means that access to social media applications on departmental IT systems is risk based and the department will to the extent possible, enable technical risk mitigation controls such as:

- filtering and monitoring of all social media content posted and/or viewed
- scanning any/all files exchanged with social media applications.

7. Legal issues

Staff must ensure they comply with all relevant legal requirements that apply to their use of social media applications including (but not necessarily limited to):

- published terms and conditions for use of the social media application
- guidance issued by the department
- the APS Code of Conduct
- the department's record keeping policies ([DAFF CEI26](#) and any specific guidance issued under this policy).

Staff are responsible for ensuring the content they post does not constitute defamation, or a breach of a third party's privacy, confidentiality, or intellectual property.

Staff participating in social media who identify a potential legal issue caused by the actions or comments of third parties are required to notify the Communication Branch and their relevant SES manager, who may seek further advice from the DAFF legal service provider.

8. Citizen conduct

The ability of citizens to comment on official departmental postings, and interact with departmental officers will primarily be regulated by:

- the terms and conditions for use of the social media application
- the limits of the staff member's authorisation.

Where the department develops its own social media applications, clear guidelines will be provided for the participation by citizens who have access.

The administrator of the content will be responsible for ensuring citizens comply with the guidelines, and taking appropriate action where the guidelines are breached.

Key responsibility areas

Branch	Responsibilities
Communication Branch	<ul style="list-style-type: none"> • Manage overall implementation of the policy • Develop guidelines and procedures in consultation with other areas of the department as appropriate • Lead the development of a program of social media engagement for the department informed by business objectives • Business case approval of new social media activity • Assistant Secretary to approve SES requests for staff access with Chief Information Officer (CIO) • Ensure internal awareness of policy and related social media application guidance • Liaise with business owners of related policies and procedures to ensure consistency with this policy • Develop communication strategies that incorporate social media options/activities where appropriate • Coordinate training as appropriate.
Information Services Division	<ul style="list-style-type: none"> • CIO to approve SES requests for staff access with Assistant Secretary, Communication • Approval of technical requirements as appropriate • Undertake risk assessments of social media applications • Support the development of new social media applications as agreed in relevant business cases/business plans • Update related policies and procedures (such as email and IT policies) where necessary to ensure consistency with this policy • Contribute to the development of relevant guidance and procedure materials.
SES managers	<ul style="list-style-type: none"> • Request access for their staff from Assistant Secretary, Communication Branch and Chief Information Officer • Authorise staff in their area of responsibility to engage with social media applications on behalf of the department • Ensure staff in their area of responsibility abide by all relevant codes of conduct • Ensure staff in their area receive relevant training • Ensure social media is part of the business/communication plan, approved by the Communication Branch • Develop and manage the release of public information in keeping with this policy and any other departmental policy • Ensure compliance with departmental record-keeping policies and standards • Refer issues to the Communication Branch or the DAFF legal service provider as appropriate.

Branch	Responsibilities
Human Resources Branch	<ul style="list-style-type: none"> • Investigate and manage breaches of this policy with regard to the APS code of conduct matters • Contribute to the development of relevant guidance and procedure materials.
DAFF legal service provider	<ul style="list-style-type: none"> • Provide advice on legal risks related to use of specific social media applications • Assist in developing guidance materials for use of specific social media applications.

Policy authority

This policy is approved by the Secretary of the department.

Policy review

This policy will be reviewed annually (or more frequently if necessary due to technical or other government policy requirements).

Communication Branch is permitted to issue further guidance consistent with this policy and other policy and IT security requirements without requiring further approval.

Approval for release

Signature	
Name	
Position	

Document version control and amendment record

Document Title	DAFF Social Media Policy
Document Owner	Assistant Secretary, Communication Branch
Created	November 2011
Last Updated	19 December 2011
Version Number	_19Dec11

Version	Date	Author	Description
_Nov11	11/11	Communication Branch	Revision to initial draft policy
_19Dec11	29/12/11	Communication Branch	Endorsement of Secretary

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 154

Division/Agency: Government Division

Topic: Government Advertising

Proof Hansard page: Written

Senator COLBECK asked:

1. What was the total cost of all advertising for 2007-08, 2008-09, 2009-10 and 2010-11?
2. What advertising – Campaign and Non-Campaign – did the Department/Agency undertaken in 2011-12? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.
3. Did the Department of Finance and Deregulation provide any advice about the advertising? Provide details of each advertising item.
4. Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies (March 2010)? Provide the details for each advertising item.
5. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.
6. What advertising – Campaign and Non-Campaign – and other communications programs is the Department/Agency undertaking, or are planning to undertake?

Answer:

1. Between the years of 2007–08 and 2010–11, the Department of Agriculture, Fisheries and Forestry (DAFF) has consistently retained advertising and market research expenditure at a significantly lower level than in the immediately preceding years. This has allowed DAFF to focus its resources on core, frontline activities over this period. Total advertising as per the annual report for **2010–11** was **\$373 017**.

Total advertising as per the annual report for **2009–10** was **\$514,778**.

Total advertising as per the annual report for **2008–09** was **\$4 970 488**.

Total advertising and market research as per the annual report for **2007–08** was **\$9 244 923**.

Total advertising and market research as per the annual report for **2006–07** was **\$5 245 584**.

Total advertising and market research as per the annual report for **2005–06** was **\$4 838 478**.

Total advertising and market research as per the annual report for **2004–05** was **\$5 844 804**.

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Question: 154 (continued)

2. In 2011-2012 the department spent **\$257 671.70** on advertising.
 The breakdown of non-campaign advertising of **\$194 227.97** is outlined below. All non-campaign advertising services are provided by Adcorp as per the government contract.

ABARES	
Public notice placements for inviting applications for grant funding for Australian Pest Animal Research Program. Appeared in <i>The Australian</i> .	1629.44
Biosecurity	
Biofouling Regulation Impact Statement Consultation. Public notice advertisements in major metro newspapers for stakeholder consultation meetings regarding Biofouling Consultation Regulation Impact Statement (RIS).	42 159.92
AQIS web banner. Three online web banner advertisements advising travellers not to bring common high biosecurity risk items into Australia from Asian destinations.	9524.50
QLD Yachting Quarterly. AQIS Press Ad. Press advertisement in yachting community magazine for biosecurity requirements for yachts returning to Australia from international waters biosecurity requirements.	730.93
Press placement in Islander magazine that serviced the Torres Strait targeting visitors and residents regarding local biosecurity risks and quarantine zones.	1884.06
Press placement in Islander magazine that serviced the Torres Strait targeting visitors and residents regarding local biosecurity risks and quarantine zones.	1884.06
Live Animal Exports	
Public notice advertisements in rural and regional publications (and online) in the northern pastoral zone advising of financial assistance measures available for livestock producers affected by the suspension of the live export trade to Indonesia.	\$18 231.30

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Question: 154 (continued)

Carbon Farming Future	
Filling the Research Gap advertisement. Public notice advertisements, call for funding applications for the Filling the Research Gap program. Placements were in major metros and rural weekly newspapers in various sizes.	26 165.89
WA Pilot Information Sessions	
WA Pilot Info Session Round.1. Public notices for information sessions on the drought reform trial. Ads of various sizes were placed in rural and regional newspapers in the extended pilot area.	1961.46
WA Pilot Extension. Public notices for information sessions on the drought reform trial. Ads of various sizes were placed in rural and regional newspapers in the extended pilot area.	2191.25
WA Pilot Info Session Round 2. Public notices for information sessions on the drought reform trial. Ads of various sizes were placed in rural and regional newspapers in the extended pilot area.	1075.90
Horticulture Policy	
Public notice advertisements, calling for submissions to the Review of Horticulture Export Efficiency Powers. Placements in <i>The Australian</i> and selected regional newspapers in various sizes.	2337.35
National Food Plan	
Public notice advertisements, calling for submissions to the National Food Plan issues paper. Placements in major metros and rural weekly newspapers in various sizes.	34 677.98
Operational	
APVMA Advisory Board Advertising. Call for applications for the APVMA Board and its Chair. The ad appeared in <i>The Australian</i> .	8560.35
Farmer Review	
Public notice advertisements, calling for submissions to the Farmer Review into live animal exports. Placements in major metros and rural weekly newspapers. Various sizes.	20 786.32
Public notice advertisements, calling for submissions to the Farmer Review into live animal exports. Placements in major metros and rural weekly newspapers. Various sizes.	20 427.26
TOTAL	194 227.97

The remaining **\$63 443.73** was spent on recruitment advertising.

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Question: 154 (continued)

3. No. The Department of Finance and Deregulation did not provide any advice about the advertising for the department. However, we do regularly seek advice from the department about whether a program should be categorised as a campaign or not.
4. Yes.
5. Not applicable.
6. DAFF has no immediate plans to engage in campaign advertising in the future, however it will continue to conduct business as usual advertising for non campaign items.

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 156

Division/Agency: Government Division

Topic: Board Appointments

Proof Hansard page: Written

Senator COLBECK asked:

1. What is the gender ratio on each board and across the portfolio?
2. Detail any board appointments for the year 2010–11.
3. Please detail any board appointments for the FYTD.

Answer:

1. The gender ratio on each portfolio board is at **Attachment 1**. The gender ratio across the portfolio is 61.3 per cent male and 38.7 per cent female.
2. There were 55 appointments made to portfolio bodies in 2010–11; of these, 35 (63.6 per cent) were male and 20 (36.4 per cent) were female. A list of board appointments for 2010–11 is at **Attachment 2**.
3. To date there have been 62 appointments made to portfolio bodies in the financial year to date (1 July 2011 to 31 January 2012). Details of these appointments are provided at **Attachment 3**.

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Attachment 1 – Question: 156 (continued) Current appointments to portfolio bodies (at 31 January 2012) are:

Portfolio body	Total members	No. males	% male	No. females	% female
Australian Animal Welfare Advisory Committee	14	9	64.3	5	35.7
Australian Fisheries Management Authority Commission	9	6	66.7	3	33.3
Australian Landcare Council	18	7	38.9	11	61.1
Biosecurity Advisory Council	8	3	37.5	5	62.5
Cotton Research and Development Corporation	7	5	71.4	2	28.6
Cotton Research and Development Corporation Selection Committee ¹	1	0	0	1	100
Eminent Scientists Group	4	4	100	0	0
Fisheries Research and Development Corporation	8	6	75.0	2	25.0
Food Policy Working Group	12	8	66.7	4	33.3
Grains Research and Development Corporation	7	5	71.4	2	28.6
Grains Research and Development Corporation Selection Committee	7	4	57.1	3	42.9
Grape and Wine Research and Development Corporation	8	4	50.0	4	50.0
Grape and Wine Research and Development Corporation Selection Committee ¹	1	1	100	0	0
Live Animal Welfare Partnership Advisory Committee	4	4	100	0	0
National Rural Advisory Council	7	4	57.1	3	42.9
Rural Industries Research and Development Corporation	8	4	50.0	4	50.0
Rural Industries Research and Development Corporation Selection Committee ¹	1	1	100	0	0
Statutory Fishing Rights Allocation Review Panel	7	3	42.9	4	57.1
Sugar Research and Development Corporation	7	5	71.4	2	28.6
Sugar Research and Development Corporation Selection Committee ¹	1	0	0	1	100
Wheat Exports Australia	4	3	75.0	1	25.0
Wine Australia Corporation	8	5	62.5	3	37.5
Wine Australia Corporation Selection Committee	4	4	100	0	0
TOTAL	155	95	61.3	60	38.7

¹ Indicates bodies where there is currently only one member

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Attachment 2 – Question: 156 (continued) Following is a list of appointments made to portfolio bodies in 2010–11

Body	Person	Position	Gender	Start date	End date
Australian Fisheries Management Authority Commission	James Findlay	Chief Executive Officer	Male	27-Sep-10	27-Mar-16
Australian Landcare Council	Banduk Marika	Member	Female	06-Jul-10	05-Jul-13
	Dennis Mutton	Member	Male	06-Jul-10	05-Jul-13
	Ella Maesepp	Member	Female	27-May-11	30-Jun-13
	Kathryn Andrews	Member	Female	06-Jul-10	05-Jul-13
	Keelen Mailman	Member	Female	27-May-11	30-Jun-13
	Rosemary Hill	Member	Female	06-Jul-10	05-Jul-13
Australian Pesticides and Veterinary Medicines Authority Advisory Board	Lyn Fragar	Member	Female	10-Jan-11	09-Jan-12
Biosecurity Advisory Council	John Mackenzie	Member	Male	01-Feb-11	31-Dec-11
Cotton Research and Development Corporation Selection Committee	Christine Hawkins	Chairperson	Female	27-May-11	26-May-14
Drought Pilot Review Panel	Mick Keogh	Chairperson	Male	20-Jan-11	31-Dec-11
	Robert (Bob) Granger	Member	Male	20-Jan-11	31-Dec-11
	Sue Middleton	Member	Female	20-Jan-11	31-Dec-11
Eminent Scientists Group	Chad Hewitt	Member	Male	01-Sep-10	31-Aug-13
	Tom Kompas	Member	Male	01-Sep-10	31-Aug-13
Fisheries Research and Development Corporation	Harry Woods	Chairperson	Male	01-Sep-10	31-Aug-13
Food Policy Working Group	Alastair Robertson	Member	Male	12-Jul-10	01-Dec-12
	Alison Watkins	Member	Female	12-Jul-10	01-Dec-12
	Janine Allis	Member	Female	17-Nov-10	01-Dec-12
	Jeff Lawrence	Member	Male	17-Nov-10	01-Dec-12
	Jock Laurie	Member	Male	23-Nov-10	01-Dec-12
	Kate Carnell	Member	Female	12-Jul-10	01-Dec-12
	Malcolm Jackman	Member	Male	12-Jul-10	01-Dec-12
	Michael Byrne	Member	Male	12-Jul-10	01-Dec-12
Michael Luscombe	Member	Male	12-Jul-10	19-Oct-11	
<i>Food Policy Working Group cont'd</i>	Nick Stace	Member	Male	17-Nov-10	01-Dec-12
	Peter Williams	Member	Male	29-Nov-10	01-Dec-12
	Simone Tully	Member	Female	12-Jul-10	01-Dec-12

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ANSWERS TO QUESTIONS ON NOTICE

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Attachment 2 – Question: 156 (continued) Following is a list of appointments made to portfolio bodies in 2010–11

Body	Person	Position	Gender	Start date	End date
	Terry O'Brien	Member	Male	12-Jul-10	01-Dec-12
Grains Research and Development Corporation Selection Committee	Joanne Grainger	Chairperson	Female	27-May-11	26-May-14
	Andrew McPherson	Member	Male	07-Jun-11	25-Aug-11
	David Lowe	Member	Male	07-Jun-11	25-Aug-11
	Dennis Mills	Member	Male	07-Jun-11	25-Aug-11
	Lawrie Stanford	Member	Male	07-Jun-11	25-Aug-11
	Mary Corbett	Member	Female	07-Jun-11	25-Aug-11
Recreational Fishing Advisory Committee	David Llewellyn	Chairperson	Male	13-Jul-10	30-Jun-11
	Ian Fitzgerald	Member	Male	02-Aug-10	30-Jun-11
Rural Industries Research and Development Corporation Selection Committee	David Crombie	Chairperson	Male	11-Mar-11	31-Jan-14
	Gerald Leach	Member	Male	12-Apr-11	30-Jun-11
	Jodie Redcliffe	Member	Female	12-Apr-11	30-Jun-11
	John McKillop	Member	Male	12-Apr-11	30-Jun-11
Rural Research and Development Council	Ian Chubb	Member	Male	19-Apr-11	18-Apr-14
Sugar Research and Development Corporation	Julian Venning	Director	Male	27-May-11	30-Apr-14
	Kleanthes Yannakou	Director	Male	27-May-11	30-Apr-14
	Lindy Hyam	Director	Female	27-May-11	30-Apr-14
	Paul Donnelly	Director	Male	27-May-11	30-Apr-14
	Tracy Henderson	Director	Female	27-May-11	30-Apr-14
	Ian Causley	Chairperson	Male	01-Oct-10	30-Sep-13
Sugar Research and Development Corporation Selection Committee	Christine Hawkins	Chairperson	Female	02-Dec-10	30-Jun-13
	Don Murday	Member	Male	17-Feb-11	27-May-11
	Mark Day	Member	Male	17-Feb-11	27-May-11
<i>Sugar Research and Development Corporation Selection Committee cont'd</i>	Sandra Welsman	Member	Female	17-Feb-11	27-May-11
Wine Australia Corporation	Bill Moularadellis	Member	Male	11-May-11	30-Apr-14
	Brian Walsh	Member	Male	11-May-11	30-Apr-14
	Susan Henderson	Member	Female	11-May-11	30-Apr-14

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Attachment 3 – Question: 156 (continued) Portfolio body appointments for the FYTD (at 31 January 2012) are:

Body	Person	Position	Gender	Start date	End date
Australian Animal Welfare Advisory Committee	Glenys Oogjes	Member	Female	1-Oct-11	30-Jun-14
	Mary Barton	Member	Female	1-Oct-11	30-Jun-14
	Helen Cathles	Member	Female	1-Oct-11	30-Jun-14
	Lyndy Scott	Member	Female	1-Oct-11	30-Jun-14
	Dedee Woodside	Member	Female	1-Oct-11	30-Jun-14
	Gardner Murray	Chairperson	Male	1-Oct-11	30-Jun-14
	Hugh Wirth	Member	Male	1-Oct-11	30-Jun-14
	Kevin Doyle	Member	Male	1-Oct-11	30-Jun-14
	Keith Adams	Member	Male	1-Oct-11	30-Jun-14
	Norm Blackman	Member	Male	1-Oct-11	30-Jun-14
	Brett McCallum	Member	Male	1-Oct-11	30-Jun-14
	Rick Symons	Member	Male	1-Oct-11	30-Jun-14
	Phillip Glyde	Member	Male	1-Oct-11	30-Jun-14
	Bill Bray	Member	Male	7-Nov-11	30-Jun-14
Biosecurity Advisory Council	John McKenzie	Member	Male	19-Jul-11	31-Dec-12
	Lisa Adams	Member	Female	1-Jan-12	31-Dec-12
	Libby Mattiske	Member	Female	1-Jan-12	31-Dec-12
	Joanne Daly	Member	Female	1-Jan-12	31-Dec-12
	Claire Penniceard	Member	Female	1-Jan-12	31-Dec-12
	Rona Mellor	Member	Female	1-Jan-12	31-Dec-12
	Andrew Inglis	Chairperson	Male	1-Jan-12	31-Dec-12
	Dennis Witt	Member	Male	1-Jan-12	31-Dec-12
Cotton Research and Development Corporation	Lorraine Stephenson	Director	Female	1-Oct-11	30-Sep-14
	Richard Haire	Director	Male	1-Oct-11	30-Sep-14
	Hamish Millar	Director	Male	1-Oct-11	30-Sep-14
<i>Cotton Research and Development Corporation cont'd</i>	Michael Robinson	Director	Male	1-Oct-11	30-Sep-14
	Cleave Rogan	Director	Male	1-Oct-11	30-Sep-14
Cotton Research and Development Corporation Selection Committee	Joanne Grainger	Member	Female	11-Jul-11	14-Sep-11

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Attachment 3 – Question: 156 (continued) Portfolio body appointments for the FYTD (at 31 January 2012) are:

Body	Person	Position	Gender	Start date	End date
	David Anthony	Member	Male	11-Jul-11	14-Sep-11
	Simon Corish	Member	Male	11-Jul-11	14-Sep-11
	Andrew Watson	Member	Male	11-Jul-11	14-Sep-11
Grains Research and Development Corporation	Jennifer Goddard	Director	Female	4-Nov-11	30-Sep-14
	Sharon Starick	Director	Female	4-Nov-11	30-Sep-14
	Richard Brimblecombe	Director	Male	4-Nov-11	30-Sep-14
	Jeremy Burdon	Director	Male	4-Nov-11	30-Sep-14
	Kim Halbert	Director	Male	4-Nov-11	30-Sep-14
	Robert Lewis	Director	Male	4-Nov-11	30-Sep-14
Grains Research and Development Corporation Selection Committee	(Anne) Fiona Simson	Member	Female	11-Jul-11	End of process
	(Claudia) Jane Walton	Member	Female	11-Jul-11	End of process
	David Crombie	Member	Male	11-Jul-11	End of process
	Terence Enright	Member	Male	11-Jul-11	End of process
	Alistar Robertson	Member	Male	11-Jul-11	End of process
	Andrew Weidemann	Member	Male	11-Jul-11	End of process
Grape and Wine Research and Development Corporation	Michele Allan	Director	Female	1-Sep-11	31-Aug-14
	Helen Garnett	Director	Female	1-Sep-11	31-Aug-14
	Jan O'Connor	Director	Female	1-Sep-11	31-Aug-14
	Anita Poddar	Director	Female	1-Sep-11	31-Aug-14
	Christopher Day	Director	Male	1-Sep-11	31-Aug-14
	Philip Laffer	Director	Male	1-Sep-11	31-Aug-14
Rural Industries Research and Development Corporation	Roseanne Healy	Director	Female	1-Jul-11	30-Jun-14
	Alana Johnson	Director	Female	1-Jul-11	30-Jun-14
<i>Rural Industries Research and Development Corporation cont'd</i>	Samuel Archer	Director	Male	1-Jul-11	30-Jun-14
	Alexander Campbell	Director	Male	1-Jul-11	30-Jun-14
	Michael Guerin	Director	Male	1-Jul-11	30-Jun-14
	Len Stephens	Director	Male	1-Jul-11	30-Jun-14
Wheat Exports Australia	Nicole Birrell	Member	Female	1-Jul-11	31-Dec-12

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Attachment 3 – Question: 156 (continued) Portfolio body appointments for the FYTD (at 31 January 2012) are:

Body	Person	Position	Gender	Start date	End date
	Martine Pop	Member	Female	1-Jul-11	30-Sep-11
	Edward (Ted) Woodley	Chairperson	Male	1-Jul-11	31-Dec-12
	Kim Halbert	Member	Male	1-Jul-11	31-Dec-12
	Alexander (Sandy) Murdoch	Member	Male	1-Jul-11	31-Dec-12
	Paul Kerin	Member	Male	1-Jul-11	30-Sep-11

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Agriculture, Fisheries and Forestry

Question: 158

Division/Agency: Government Division

Topic: Freedom of Information

Proof Hansard page: Written

Senator COLBECK asked:

1. Has the department/agency received any advice on how to respond to FOI requests?
2. What was the total cost to the department to process FOI requests for 2009-10 and 2010-11?
3. What is the total cost to the department to process FOI requests FYTD?
4. How many FOI requests did the Department receive for the financial year 2009-10 and 2010-11? For each financial year, how many requests were denied and how many were granted? Did the department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?
5. How many conclusive certificates have been issued in relation to FOI requests for the year 2010-11?
6. How many FOI requests has the Department received for this FYTD? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?
7. How many conclusive certificates have been issued in relation to FOI requests for this FYTD?

Answer:

1. The *Freedom of Information Act 1982* (FOI Act) outlines the statutory requirements agencies must meet when responding to requests. The department takes into account guidelines issued to all agencies on the operation of the FOI Act by the Department of the Prime Minister and Cabinet and by the Office of the Australian Information Commissioner. The Department of Agriculture, Fisheries and Forestry has also received advice regarding the implementation of the government's FOI reform objectives from the then Cabinet Secretary, Senator the Hon John Faulkner on 30 April 2009 and from the then Minister for Privacy and Freedom of Information, the Hon Brendan O'Connor MP on 28 October 2010.
2. See the 2009–10 and 2010–11 FOI Annual Reports, available at www.dpmmc.gov.au/foi/annual_reports.cfm and www.oaic.gov.au/publications/reports/FOIAR_10-11/index.html respectively.
3. As of 31 January 2012, the department estimates that total direct and indirect cost to the department of processing FOI requests in 2011–12 was approximately \$414 000.

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Question: 158 (continued)

4. See the 2009–10 and 2010–11 FOI Annual Reports, available at www.dPMC.gov.au/foi/annual_reports.cfm and www.oaic.gov.au/publications/reports/FOIAR_10-11/index.html respectively.
5. The government abolished conclusive certificates, effective from 7 October 2009 under *Freedom of Information (Removal of Conclusive Certificates and Other Measures) Act 2009*.
6. As at 31 January 2012, the department had received 42 FOI requests in 2011–12 of which:
 - 2 were granted access to the requested documents in full
 - 8 were granted access to the requested documents in part
 - 5 were denied access to the requested documents:
 - 4 were because the department did not hold documents within scope of the request
 - 1 was because the documents were exempted in full from release
 - 20 have been withdrawn by the applicants
 - 7 are ongoing.The department has achieved 100 per cent compliance with statutory timelines.
7. Please refer to the answer to question 6.

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ANSWERS TO QUESTIONS ON NOTICE

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Question: 159

Division/Agency: Government Division

Topic: Community Cabinet

Proof Hansard page: Written

Senator Colbeck asked:

1. What was the cost of Ministers travel and expenses for the Community Cabinet meetings held for the year 2010-11?
2. How many Ministerial Staff travelled with the Minister for the Community Cabinet meetings for the year 2010-11? What was the total cost of this travel?
3. How many Departmental officers travelled with the Minister for the Community Cabinet meetings for the year 2010-11? What was the total cost of this travel?
4. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for the year 2010-11?
5. What was the cost of Ministers travel and expenses for the Community Cabinet meetings held this FYTD?
6. How many Ministerial Staff travelled with the Minister for the Community Cabinet meetings held this FYTD? What was the total cost of this travel?
7. How many Departmental officers travelled with the Minister for the Community Cabinet meetings held this FYTD? What was the total cost of this travel?
8. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings held this FYTD?

Answer:

1. The cost of Minister Ludwig's travel and expenses for the Community Cabinet meetings to Redcliffe Peninsula (QLD) on 2 December 2010, and to Palmerston (NT) on 29 June 2011 was \$2026.75. These costs were met by DAFF and the Department of Finance and Deregulation (DoFD). These costs do not include travel by taxis due to the difficulties determining exact destinations using the electronic information provided by CabCharge.
2. Two ministerial staff attended the Redcliffe Peninsula Community Cabinet meeting (QLD) on 2 December 2010. No costs were incurred for this travel.

Two ministerial staff attended the Palmerston Community Cabinet meeting (NT) on 29 June 2011. The costs incurred for this travel were \$1903.81.
3. One departmental officer accompanied Minister Ludwig to Redcliffe Peninsula Community Cabinet meeting (QLD) on 2 December 2010.

One departmental officer accompanied Minister Ludwig to the Palmerston Community Cabinet meeting (NT) on 29 June 2011.

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Question: 159 (continued)

4. The total cost to the department and the minister's office was \$7414.31.
5. The cost of Minister Ludwig's travel and expenses for the Community Cabinet meetings to Yeronga (QLD) on 1 September 2011 and to Kingston (TAS) 3 October 2011 was \$2170.31. These costs were met by DAFF and DoFD. These costs do not include travel by taxis due to the difficulties determining exact destinations using the electronic information provided by CabCharge.
6. Two ministerial staff travelled with Minister Ludwig for the Yeronga Community Cabinet meeting (QLD) on 1 September 2011.

Two ministerial staff travelled with Minister Ludwig for the Kingston Community Cabinet meeting (TAS) on 3 October 2011.

The total cost of the ministerial staff travel was \$3333.51.

7. One departmental officer accompanied the Minister to the Yeronga Community Cabinet meeting (QLD) on 1 September 2011.

One departmental officer accompanied the Minister to the Kingston Community Cabinet meeting (TAS) on 3 October 2011.

The total cost to the department for the departmental officers' attendance at the meetings was \$2154.95.

8. The total cost to the department and the minister's office was \$7658.77.

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ANSWERS TO QUESTIONS ON NOTICE

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Question: 160

Division/Agency: Government Division

Topic: Reviews

Proof Hansard page: Written

Senator COLBECK asked:

For the year 2010-11:

1. How many Reviews were 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?
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?

For this financial year to date:

1. What reviews are planned?
2. When will each of these reviews be concluded?
3. What reviews have been concluded this 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?

Answer:

For the year 2010–11:

1. The information requested in relation to reviews underway in the Agriculture, Fisheries and Forestry portfolio in 2010–11 was provided in response to Question on Notice 191 in the Budget Estimates May 2011.
2. Please refer to the answer to question 1.
3. Please refer to the answer to question 1.
4. Please refer to the answer to question 1.
5. Please refer to the answer to question 1.
6. Please refer to the answer to question 1.

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Question: 160 (continued)

For this financial year to date:

1. Please refer to Table 1 for details of the new reviews underway. Two additional reviews are planned in this financial year. Details will be announced in the near future.
2. Please refer to Table 1 for further details.

Table 1: New and Planned Reviews 2011–12 (to 31 January 2012, by nearest anticipated end date)

Review Title	Start Date	Anticipated End Date
Review and assessment of assistance provided to primary producers through the provision of tax concessions	August 2011	March 2012
Review of the National BioSIRT Program	December 2011	March 2012

3. Nine reviews have been completed in this financial year to date. Please refer to Table 2 for further details.

Table 2: Reviews completed in 2011–12 (by end date)

Review Title	End Date	Provided to Government	Estimated Costs
Review industry training associated with AQIS co-regulatory arrangements	The review was terminated because the department's expectations were not met in the report provided.	No	\$63 560
1994 National Recreational Fishing Policy Review	June 2011	Yes	\$197 436
Review Mark I and IV restraining boxes in Indonesia	24 August 2011	Yes	\$38 815
Independent review into Australia's livestock export trade	31 August 2011	Yes	\$669 639
Review of Drought Pilot in Western Australia	2 September 2011	Yes	\$817 328

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Question: 160 (continued)

Review of the European Union High Quality Beef Quota Arrangements 2011	17 September 2011	Yes	\$39 963
An independent evaluation and audit of the Tasmanian Community Forest Agreement Industry Development Program	October 2011	Yes	\$81 107
Stocktake and assessment of current (2010–11) investment and capability in soils research, development and extension nationally	December 2011	Yes	\$63 011
Internal government review of the Live Trade Animal Welfare Program	November 2011	Yes	Internal review—costs met within the department's budget.

4. Eight of the reviews concluded in this financial year to date have been provided to the government. Please refer to Table 2 for further details.
5. The timing of responses for reviews concluded in this financial year to date will be considered on a case by case basis by the government.
6. Please refer to Table 2 for details of estimated costs for reviews concluded in this financial year to date.

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Question: 162

Division/Agency: Government Division

Topic: Media Monitoring

Proof Hansard page: Written

Senator COLBECK asked:

1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for 2007-08, 2008-09, 2009-10?
2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for the year 2010-11?
 - a) Which agency or agencies provided these services?
 - b) What is the estimated budget to provide this same services for the year 2011-12?
 - c) What has been spent providing these services FYTD?
3. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Department and its agencies for the year 2010-11?
4. Which agency or agencies provided these services?
5. What is the estimated budget to provide this same services for the year 2011-12?
6. What has been spent providing these services FYTD?

Answer:

1. The Department of Agriculture, Fisheries and Forestry (DAFF) maintains one media monitoring account for the Department and the Minister's office. The total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, for this account from 2007 onward is as follows:
 - 2007-08: \$466 716
 - 2008-09: \$263 032
 - 2009-10: \$283 127
2. The total cost for 2010-11 was \$261 302.
 - a) The agency which provided these services was Media Monitors Pty Ltd.
 - b) Approximately \$200 000.
 - c) This financial year to date (31 January 2012) 2011-12, \$116 100 has been spent on media monitoring.
3. The amount spent for 2010-11 was \$261 302.
4. Media Monitors Pty Ltd provides the Department's media monitoring services.
5. Approximately \$200 000.

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Question: 162 (continued)

6. This financial year to date (January 31 2011) 2011–12, \$116 100 has been spent on media monitoring services.

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Question: 163

Division/Agency: Government Division

Topic: Social Media Access

Proof Hansard page: Written

Senator COLBECK 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 May 2011? Please explain.

Answer:

There has been no change to staff access. Staff must be approved before they can access social media sites.

There has been a change to the process for staff to gain access to align with the department's social media policy. Access is now approved by the Assistant Secretary, Communication Branch to ensure these align with business priorities and meet the social media policy guidelines.

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Question: 166

Division/Agency: Government Division

Topic: Commissioned Reports

Proof Hansard page: Written

Senator COLBECK asked:

1. How many reports were commissioned by the government in your portfolio in 2007-08, 2008-09, and 2009-10?
2. How many Reports have been commissioned by the Government in your portfolio for the year 2010-11? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
 - a) How much did each report cost? How many departmental staff were involved in each report and at what level?
 - b) What is the current status of each report? When is the Government intending to respond to these reports?
3. 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.
 - a) How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?
 - b) What is the current status of each report? When is the Government intending to respond to these reports?

Answer:

1. Six reports were commissioned by the government in the Agriculture, Fisheries and Forestry portfolio in 2007–08, two reports in 2008–09 and one report in 2009–10.
2. Seven reports were commissioned by the government in the Agriculture, Fisheries and Forestry portfolio for 2010–11. Please refer to the table below (listed by date of commission).

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

Name of report	Stocktake and assessment of current (2010–11) investment and capability in soils research, development and extension nationally
Date of commission	December 2010
Commissioned by	Department of Agriculture, Fisheries and Forestry
Date report handed to government	November 2011
Date of public release	8 December 2011
Terms of Reference	<p>An assessment of Australia’s current (2010–11) investment and capability in soils research, development and extension (RD&E) nationally was undertaken. The results will assist in improving research and development collaboration including linkages of extension programs. This assessment has involved government agencies, research and development corporations and other research funders, CSIRO, the tertiary education sector, industry bodies and major grower/producer groups.</p> <p>Terms of reference To conduct a stocktake of current investment and capability in soils RD&E nationally:</p> <ol style="list-style-type: none"> 1. Design a comprehensive questionnaire—including categories (e.g. key soils RD&E themes, capability areas or areas of expertise) within soils RD&E against which data will be collated 2. Identify key stakeholders (including Research and Development Corporations (RDCs) and other research funders, state government agencies, the CSIRO, universities, consultants, education/extension/training providers, industry bodies, and grower/producer groups) in soils RD&E across the states and territories from whom to seek input to the stocktake, in consultation with the Soils RD&E Working Group, Soil Task Group, and the National Committee on Soil and Terrain 3. Conduct the stocktake and related consultation, analyse the data and provide a report on investment and capability in soils RD&E nationally.
Committee Members	A Soils RD&E Working Group (under the national Soil Task Group) prepared the stocktake. The working group consists of members from Australian and state governments, research and development corporations, CSIRO and universities.
Cost of report	\$63 011 (GST exclusive)

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Agriculture, Fisheries and Forestry**Question:** 166 (continued)

Number/level of departmental staff involved with report	One SES Band 2, one SES Band 1, one DAFF Band 3 Science Stream L6, one APS EL2, and one APS EL1 (please note staff are involved <u>at times</u> with the work and not on a full-time basis).
Status of report	Completed

Name of report	Drought Pilot Review Panel: a review of the pilot of drought reform measures in Western Australia
Date of commission	1 February 2011 (Minister Ludwig announced the review)
Commissioned by	Minister for Agriculture, Fisheries and Forestry
Date report handed to government	5 August 2011
Date of public release	2 September 2011
Link to Terms of Reference	www.daff.gov.au/agriculture-food/drought-pilot/drought-pilot-review#reference
Committee Members	Mr Mick Keogh (Chair), Ms Sue Middleton and Mr Robert Granger.
Cost of report	Review cost \$817 328 (to 30 November 2011) (GST inclusive).
Number/level of departmental staff involved with report	The review secretariat consisted of one EL 2 officer, one and a half EL 1 officers, two APS 6 officers and one APS 4 officer.
Status of report	Publicly released 2 September 2011.

Name of report	Discussion Paper on Ecosystem Services for the Department of Agriculture, Fisheries and Forestry
Date of commission	9 May 2011
Commissioned by	Department of Agriculture, Fisheries and Forestry
Date report handed to government	January 2012—report is currently under review for finalisation.
Date of public release	To be determined.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

Terms of Reference	Terms of Reference <ul style="list-style-type: none">• Review current ecosystem services definitions and discuss their appropriateness for use in Australia.• Examine available conceptual frameworks for ecosystem services—is there a framework within which the impacts of multiple benefits on multiple ecological, social and economic processes can be considered that might be best suited for use in Australia?• Briefly review activities currently underway in Australia and overseas that seek to incorporate ecosystem services approaches into the management of natural resources, and outline the reasons why this approach has not yet been more widely adopted in Australia.• Provide an example framework for the ecosystem services associated with rural lands using Australian examples.• Identify the likely nature of the costs and benefits of an ecosystem services approach for Australia, and the types and scales of supporting information needed to assist in developing an Ecosystem Services framework which could support analysis and discussion of tradeoffs; for example to inform the Sustainable population debate.• Discuss how an ecosystem services approach could be implemented with reference to associated policy measures such as regulation, legislation, market based instruments, codes of conduct, environmental management systems/certification schemes, environmental impact assessment to improve government and other decision making.
Committee Members	Mr Peter Harper, Australian Bureau of Statistics; Mr Paul Barratt, Australia 21; Ms Deb Kerr, National Farmers' Federation; Mr Warwick McDonald, Bureau of Meteorology; Dr Rob Porteous, Department of Finance and Deregulation; Dr Kim Lowe, Victorian Department of Sustainability and Environment; Dr Martin Wardrop, Department of Sustainability, Environment, Water, Population and Communities; Mr Mick Keogh, Australian Farm Institute; Dr Stuart Whitten, CSIRO
Cost of report	\$79 000 (GST inclusive)
Number/level of departmental staff involved with report	One SES, one EL 2, and one APS 5 (please note staff are involved <u>at times</u> with the work and not on a full-time basis).
Status of report	The report is currently under review for finalisation.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

Name of report	Review Mark I and Mark IV restraining boxes in Indonesia
Date of commission	30 May 2011
Commissioned by	Minister for Agriculture, Fisheries and Forestry
Date report handed to government	5 August 2011
Date of public release	24 August 2011
Terms of Reference	An independent, scientific assessment of the on-going appropriateness of both the Mark I and Mark IV restraint boxes to be coordinated by the Australian Chief Veterinary Officer.
Committee Members	Mark Schipp, Peter Thornber, Adrian Coghill, Kiran Johar, Tristan Jubb (Australian Veterinary Association).
Cost of report	\$38 815 (GST inclusive)
Number/level of departmental staff involved with report	One SES Band 3, one SES Band 2, two EL2.1 and one EL2.6.
Status of report	Minister responded 14 August 2011.

Name of report	Independent wheat market information study
Date of commission	6 June 2011
Commissioned by	Department of Agriculture, Fisheries and Forestry
Date report handed to government	15 July 2011
Date of public release	1 November 2011

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

Terms of Reference	<p>The review will include:</p> <ul style="list-style-type: none"> • an update of relevant developments since the 2008 Wheat Industry Expert Group recommendations on market information requirements and delivery • a review and stocktake of all relevant market information currently available to the industry, including the range of commercial and public information sources that growers can access, and identification of any potential gaps in this information that the industry should be receiving • advice on the adequacy of the current ABS/ABARES project • a detailed breakdown of the costs of continuing the current ABS/ABARES project • advice on how industry could adopt (with options) and build on the ABS/ABARES project in areas such as information coverage and timeliness to help deliver appropriate long-term arrangements or other delivery options that industry could implement • advice on any constraints that could preclude delivery of these arrangements • advice on the costs involved and provision of appropriate examples of funding models to support the provision of market and industry information in the short-term and their feasibility in the long-term.
Committee Members	N/A. The study was managed by Grain Growers Ltd which commissioned GHD Australia to undertake the study following a competitive tender process.
Cost of report	\$40 000 (GST exclusive)
Number/level of departmental staff involved with report	Nil
Status of report	Finalised

Name of report	Industry Government Working Group on Live Cattle Exports
Date of commission	10 June 2011
Commissioned by	Minister for Agriculture, Fisheries and Forestry
Date report handed to government	26 August 2011
Date of public release	21 October 2011

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

Terms of Reference	<ol style="list-style-type: none"> 1. Monitor and provide advice to governments and industry on the implementation of the new livestock export supply chain regulatory framework that has been put in place for live cattle exports to Indonesia. 2. Continue to monitor and assess the domestic impacts on northern Australia's live cattle export industry as a result of the temporary suspension of the live cattle trade to Indonesia. 3. Provide advice to the Minister for Agriculture, Fisheries and Forestry, Senator Joe Ludwig, by 26 August 2011 on a timeframe and process for implementation of a new livestock export supply chain regulatory framework to all other live cattle markets, that meets the following four principles: <ol style="list-style-type: none"> a. meets OIE standards for animal welfare b. enables animals to be effectively traced or accounted for by exporters within a supply chain through to slaughter c. has appropriate reporting and accountability, and d. is independently verified and audited. 4. Consider any impacts or longer term adjustment responses for Australia's live cattle export industry, including access to international markets, arising from the application of the new livestock export supply chain regulatory framework. 5. Consider the outcomes of the independent review into Australia's livestock export trade (Farmer Review) and any implications the review may have on the implementation of the livestock export supply chain assurance regulatory framework and other live cattle export issues.
Committee Members	<p>Department of Agriculture, Fisheries and Forestry, Department of Agriculture and Food Western Australia, Department of Employment, Economic Development and Industry Queensland, Northern Territory Department of Resources-Primary Industry, Northern Territory Cattle Council of Australia, Sheepmeat Council of Australia, Austrex, Meat and Livestock Australia, LiveCorp, GRM International, AMLT Pty Ltd, NT Cattleman's Association, Australian Livestock Exporters Council, Yougawalla Station</p>
Cost of report	<p>No external costs were incurred. Departmental resources provided secretariat and administrative support to the working group.</p>
Number/level of departmental staff involved with report	<p>Approximately, one SES Band 3, one SES Band 1, one EL2, one EL1 and an APS 4.</p>
Status of report	<p>Report handed to government 26 August 2011. The government has accepted the recommendations of the Industry Working Group on Live Cattle Exports report.</p>

Rural and Regional Affairs and Transport Committee**ANSWERS TO QUESTIONS ON NOTICE**

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Agriculture, Fisheries and Forestry**Question:** 166 (continued)

Name of report	Independent review into Australia's livestock export trade
Date of commission	13 June 2011
Commissioned by	Minister for Agriculture, Fisheries and Forestry
Date report handed to government	31 August 2011 (Final Report)
Date of public release	21 October 2011
Link to Terms of Reference	http://www.livestockexportreview.gov.au/
Committee Members	Review was undertaken by Mr Bill Farmer AO. Two independent experts were contracted to provide technical assistance to Mr Farmer, Professor David Mellor ONZM and Dr Robin Vandegraaff.
Cost of report	Final cost of the Farmer Review was \$669 639 (as at 31 December 2011) (GST exclusive).
Number/level of departmental staff involved with report	The department provided secretariat support for the review from 13 June 2011 to 14 September 2011. The Secretariat consisted of the following officers: one SES Band 1; six EL 2s; two EL 1s; one APS 6; and one APS 4.
Status of report	Final Report handed to government 31 August 2011.

Name of report	Industry Government Working Group on Live Sheep and Goats Exports
Date of commission	13 July 2011
Commissioned by	Minister for Agriculture, Fisheries and Forestry
Date report handed to government	26 August 2011
Date of public release	21 October 2011

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

Agriculture, Fisheries and Forestry

Question: 166 (continued)

Terms of Reference	<p>1. Provide an interim report to the Australian Government Minister for Agriculture, Fisheries and Forestry (the Minister) by the end of July 2011 and a final report to the Minister by 26 August 2011 on:</p> <ul style="list-style-type: none"> • any areas of concern regarding animal welfare for live sheep and goat exports and any immediate action that might be taken to address these areas of concern • a proposed supply chain assurance scheme for live sheep and goat exports that meets the following four principles: <ul style="list-style-type: none"> a. meets OIE standards for animal welfare b. enables animals to be effectively traced or accounted for by exporters within a supply chain through to slaughter c. has appropriate reporting and accountability, and d. is independently verified and audited • a process for implementation of the supply chain assurance scheme for live sheep and goat exports, and • any impacts and adjustment responses for Australia's sheep and goat industry, including access to international markets, arising from the application of a new supply chain assurance scheme. <p>2. Provide advice and information to governments and industry, as appropriate, on issues relating to the export of live sheep and goats from Australia.</p>
Committee Members	<p>Department of Agriculture, Fisheries and Forestry, Department of Agriculture and Food Western Australia, Department of Employment, Economic Development and Industry Queensland, New South Wales Department of Primary Industries, Department of Primary Industries and Resources South Australia, ACT Department of Territory and Municipal Services, Victorian Department of Primary Industries, Australian Livestock Exporters Council, LiveCorp, Sheepmeat Council, Goat Industry Council of Australia, Meat and Livestock Australia, WA Live Exporters Association, GRM International, Stockair, Wellards, P & D Exports and Emanuel Exports Pty Ltd.</p>
Cost of report	<p>No external costs were incurred. Departmental resources provided secretariat and administrative support to the working group.</p>
Number/level of departmental staff involved with report	<p>Approximately, one SES Band 3, one SES Band 1, one EL2, one EL1 and an APS 4.</p>
Status of report	<p>Report handed to government 26 August 2011. The government has accepted the recommendations of the Industry Working Group on Live Cattle Exports report.</p>

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 166 (continued)

- a) Please refer to the table above for the cost and departmental staff involved in each report.
 - b) Please refer to the table above for the current status of each report. The timing of any responses will be considered as appropriate on a case by case basis by the government.
3. One report has been commissioned by the government in the Agriculture, Fisheries and Forestry portfolio FYTD (as at 31 January 2012). Please refer to the table above (listed by date of commission).
- a) Please refer to the table above for the cost and departmental staff involved in each report.
 - b) Please refer to the table above for the current status of each report. The timing of any responses will be considered as appropriate on a case by case basis by the government.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 168

Division/Agency: Government Division

Topic: Government Stationery Requirements

Proof Hansard page: Written

Senator COLBECK asked:

1. How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) in 2010-11?
2. What is the estimated cost for 2011-12?

Answer:

1. The cost for 2010–2011 was \$4980.00.
2. The cost for the financial year to date is \$2302.30.

Rural and Regional Affairs and Transport Committee

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates February 2012

Agriculture, Fisheries and Forestry

Question: 170

Division/Agency: Government Division

Topic: Travel Costs

Hansard Page: Written

Senator COLBECK asked:

1. For the year 2010-11, please detail all travel (itemised separately,) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
2. For the year 2010-11, please provide the same information (itemised separately) for any Minister and Parliamentary staff 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.
3. For the year 2010-11, 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.
4. For the year 2010-11, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
5. For the FYTD, please detail all travel (itemised separately) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
6. For the FYTD, please provide the same information (itemised separately) for any Minister and Parliamentary staff 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.
7. 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.
8. For the year FYTD, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

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ANSWERS TO QUESTIONS ON NOTICE

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Agriculture, Fisheries and Forestry

Question: 170 (continued)

Answer:

1. In the 2010–11 financial year, Minister Ludwig undertook portfolio-related travel to Queensland, Tasmania, Victoria, New South Wales, South Australia, Western Australia, the Northern Territory and Indonesia. Please refer to Table 1 for details of the travel and the costs associated with these trips.

In the 2010–11 financial year, the Parliamentary Secretary undertook portfolio-related travel to South Australia, Queensland, Victoria and New South Wales, France and Italy. Please refer to Table 1 for details of the travel and the costs associated with these trips.

Costs of travel by the Minister and Parliamentary Secretary are largely met by the Department of Finance and Deregulation (DoFD), with the exception of car costs, which are met by the Department of Agriculture, Fisheries and Forestry (DAFF). DoFD has not provided details on the costs it covers but has advised that this information is tabled in Parliament every six months in a report titled Parliamentarians' Expenditure on Entitlements paid by the Department of Finance and Deregulation. The reports and supporting information are also published on DoFD's web site and are available at; www.finance.gov.au/publications/parliamentarians-reporting/index.html.

It is not possible to individually report on all the separate items requested as costs for domestic accommodation, food and incidental expenses are met by individual travellers from domestic travelling allowances paid to them.

The Department of the Prime Minister and Cabinet advises that the total value of gifts presented by Minister Ludwig on the trip to Indonesia from 8–13 March 2011 was \$968.20.

The Department of the Prime Minister and Cabinet advises that the total value of gifts presented by Parliamentary Secretary Kelly on the trip to France and Italy from 19–26 June 2011 was \$113.00.

For the costs paid by the Department of Agriculture, Fisheries and Forestry please refer to Table 1. These costs do not include travel by taxis (due to the difficulties determining exact destinations from the electronic information as provided by Cabcharge).

2. Travel costs for ministerial and parliamentary secretarial staff are met by DoFD. Costs of travel by any accompanying staff employed under the Members of Parliament (Staff) Act 1984 are also included in the report tabled in Parliament every six months by DoFD.

It is not possible to individually report on all the items requested as costs are met by individual travellers from domestic travelling allowances paid to them.

3. Please refer to Table 1 below for costs incurred for departmental officers that accompanied the minister and parliamentary secretary.

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Question: 170 (continued)

4. Questions 4 and 8 request very detailed travel information from the department and each portfolio agency. To provide the information requested by individual trip and broken down into the categories requested would take a considerable amount of time and result in an answer that would be thousands of pages long. That approach is not considered to be an appropriate allocation of resources.
5. In the 2011–12 FYTD (as at 31 January 2012), Minister Ludwig has undertaken portfolio-related travel to Western Australia, Queensland, New South Wales, Victoria, Tasmania, South Australia, North Asia and the Middle East. Please refer to Table 1 for details of the travel and the costs associated with these trips.

In the 2011–12 FYTD (as at 31 January 2012), the then Parliamentary Secretary, the Hon. Mike Kelly, MP undertook portfolio-related travel to Samoa, New South Wales, Western Australia, the Northern Territory and Queensland. Please note that the department's Parliamentary Secretary changed on 14 December 2011. During January 2012, the new Parliamentary Secretary, the Hon. Sid Sidebottom, MP undertook portfolio-related travel in Tasmania. Please refer to Table 1 for details of the travel and the costs associated with these trips.

Costs of travel by the Minister and Parliamentary Secretary are largely met by DoFD, with the exception of car costs, which are met by the DAFF. DoFD has not provided details on the costs it covers but has advised that this information is tabled in Parliament every six months in a report titled Parliamentarians' Expenditure on Entitlements paid by the Department of Finance and Deregulation. The reports and supporting information are also published on DoFD's web site and are available at;
www.finance.gov.au/publications/parliamentarians-reporting/index.html.

The Department of the Prime Minister and Cabinet advises that the total value of gifts presented by Minister Ludwig on the trip to North Asia from the 7–14 December 2011 was \$1026.60. The total value of gifts presented by Minister Ludwig on the trip to the Middle East from 26 January–3 February 2012 was \$1333.00.

It is not possible to individually report on all the separate items requested as costs for domestic accommodation, food and incidental expenses are met by individual travellers from domestic travelling allowances paid to them.

6. Travel costs for ministerial and parliamentary secretarial staff are met by DoFD. Costs of travel by any accompanying staff employed under the Members of Parliament (Staff) Act 1984 are also included in the report tabled in Parliament every six months by DoFD.

It is not possible to individually report on all the items requested as costs are met by individual travellers from domestic travelling allowances paid to them.

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Question: 170 (continued)

7. Please refer to Table 1 below for costs incurred for departmental officers that accompanied the Minister and Parliamentary Secretaries.
8. Please refer to the answer to Question 4.

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Agriculture, Fisheries and Forestry

Question: 170 (continued)

Table 1: Travel costs for Minister Ludwig, Parliamentary Secretaries, accompanying staff and departmental officers paid for by the Department of Agriculture, Fisheries and Forestry

Minister Ludwig				
Location	Dates	Minister's costs	Accompanying departmental officer costs	Purpose
2010–11 Financial Year				
Rockhampton, QLD	16 September 2010	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
TAS and VIC	21–23 September 2010	Vehicle costs \$960.33	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Accommodation: \$370.00 • Flights: \$675.96 Total: \$1 045.96	Portfolio related travel
Brewarrina and Bourke, NSW	1 October 2010	Vehicle costs \$40.00	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Perth, Baldivis and drought pilot regions, WA	4–7 Oct 2010	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Accommodation: \$540.00 • Flights: \$2715.22 • Travel allowance: \$538.00 Total: \$3 793.22	Portfolio related travel
Kempsey, NSW	29 October 2010	Vehicle costs \$40.00	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Townsville and Mt Isa, QLD	30 October 2010	Vehicle costs \$446.25	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Albury-Wodonga, VIC; Adelaide, SA; and Camden, NSW	9–12 November 2010	Vehicle costs \$121.81	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Sydney, NSW	30 November–2 December 2010	Vehicle costs \$485.57	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel

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Question: 170 (continued)

Table 1 continued

Clontarf, QLD	2 December 2010	Vehicle costs \$357.60	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Flights: \$428.85 • Accommodation: \$152.00 • Travel allowance: \$158.55 Total: \$739.40	Portfolio related travel
Perth, WA	7–9 December 2010	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Accommodation: \$310.00 • Flights: \$1022.30 • Travel allowance: \$342.85 Total: \$1 675.15	Portfolio related travel
Mackay, QLD	13 December 2010	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Emerald, QLD	14–15 December 2010	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Harwood, NSW	17 December 2010	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Oakey and Emerald, QLD	4 January 2011	Vehicle costs \$60.01	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Tenterfield, NSW	1 February 2011	Vehicle costs \$61.55	<i>No departmental officers accompanied the minister.</i>	Portfolio related travel
Indonesia	8–13 March 2011	Security costs - \$4025.12 Additional security for the visit was provided commensurate with the assessed level of threat as determined by the Nation Threat Assessment Centre.	Four departmental officers accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Flights: \$17 950.46 • Accommodation: \$2712.63 • Meals: \$209.20 • Car Hire/Taxi: \$102.00 • Incidentals/other: \$267.32 • Departure tax: \$68.00 • Airport parking: \$80.00 Total cost: \$21 389.61	Portfolio related travel
Sydney, NSW	16 March	-	<i>No departmental officers</i>	Portfolio related travel

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Question: 170 (continued)

Table 1 continued

			<i>accompanied the Minister</i>	
Darwin, NT	29 March– 1 April	-	Two officers from the Darwin office of the Australian Quarantine and Inspection Service accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Entry into Crocodylus park: \$70 Total: \$70	Portfolio related travel
Charleville, QLD	7 April 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Murrumbateman, NSW	13 April 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Sydney, NSW	18 April 2011	Vehicle costs \$80.60	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Sydney, NSW	19 April 2011	Vehicle costs \$213.02	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Rockhampton, QLD	15-16 May 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Gladstone, QLD	16 May 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Brisbane, QLD	9 June 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Indonesia	19–21 June 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Accommodation: \$333.00 • Officer travelled on the VIP plane at no cost to DAFF Total: \$333.00	Portfolio related travel
Palmerston, NT	29–30 June 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Airfares: \$1 879.66 • Allowances: \$440 (including accommodation) • COMCAR:\$444.69 Total:\$2 764.35	Portfolio related travel
Mt Isa, Qld	30 June 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
2011–12 YTD (as at 31 January 2012)				
Broome, WA	12–14 July 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Airfares: \$2 113.30 • Allowances: \$1152 	Portfolio related travel

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Question: 170 (continued)

Table 1 continued

			<ul style="list-style-type: none"> • COMCAR:\$412.44 Total:\$3 677.74	
Cloncurry, QLD	29–31 August 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Yeronga, QLD	1 September 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Airfares: \$311 • Allowances: \$391 • COMCAR:\$313.45 Total:\$1 015.45	Portfolio related travel
Bega, NSW	7 September 2011	Vehicle costs \$40.00	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Sydney, NSW	7 September 2011	Vehicle costs \$120.60	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Henty, NSW	22 September 2011	Vehicle costs \$80.00	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Launceston, TAS	28 September 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Kingston (Hobart), TAS	3–4 October 2011	Vehicle costs \$137.60	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Airfares: \$808.00 • Accommodation: \$169.00 • Allowances: \$162.50 Total:\$1 139.50	Portfolio related travel
Milton, Nowra, Gerroa, Kiama, Jamberoo, Mittagong, NSW	5–6 October 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Port Adelaide, SA	24 October 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Two Wells, SA	25 October 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Adelaide, Nurioopta, Tanunda, SA	26 October 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Melbourne, VIC	27 October 2011	Vehicle costs \$211.92	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Lockyer Valley, QLD	10 November 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Flights: \$547.38 • Car Hire: \$64.37 • Hire Car: \$35.57 • Taxis: \$55.94 	Portfolio related travel

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Question: 170 (continued)

Table 1 continued

			<ul style="list-style-type: none"> • Allowances: \$236 Total: \$939.26	
Shepparton, VIC	15 November 2011	Vehicle costs \$41.81	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Mildura and surrounds, VIC	28–29 November 2011	-	One departmental officer accompanied the Minister. <u>Costs</u> <ul style="list-style-type: none"> • Flights: \$981.64 • Accommodation: \$135 • Food: \$176 Total: \$1 292.64	Portfolio related travel
Moree, NSW	30 November 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Sydney, NSW	1 December 2011	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
North Asia: China, Japan and the Republic of Korea	7–14 December 2011	-	Two departmental officers accompanied the Minister. Two officers from posts. <u>Costs</u> <ul style="list-style-type: none"> • Flights and car hire: \$26 078.00 • Accommodation: \$5208 • Meals and incidentals: \$768 • Meeting rooms, hospitality and interpreters: \$22 125 Total: \$54 179.00	Portfolio related travel
Toowoomba, Gatton, Ipswich, St George, QLD	9–11 January 2012	-	<i>No departmental officers accompanied the Minister.</i>	Portfolio related travel
Middle East	26 January–3 February 2012	-	Two departmental officers and one officer from post. Final cost unavailable. Awaiting final invoices from posts	Portfolio related travel

**Minister Ludwig was directly involved in the Australian Government's response to flooding particularly in rural areas in Eastern Australia during late 2010 and early 2011. On 26 January 2011 Minister Ludwig was named Minister Assisting the Attorney-General on Queensland Floods Recovery.*

Please note that departmental officers may have been in attendance on parts of the visit for purposes other than accompanying the Minister.

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Question: 170 (continued)

Parliamentary Secretary				
Location	Dates	Parliamentary Secretary's costs	Accompanying departmental officer costs	Purpose
2010–11 Financial Year – Parliamentary Secretary Kelly				
South Australia	11–14 October 2010	Vehicle costs \$569.90	One departmental officer accompanied the Parliamentary Secretary. <u>Costs</u> <ul style="list-style-type: none"> • Travel \$874.18 • Accommodation \$853.18 • Travel allowance \$607.55 Total: \$2 334.91	Portfolio related travel
Wagga Wagga, Forbes, Dubbo, Narromine, Warren, Narrabri and Wee Waa, QLD	11–12 January 2011	Vehicle costs \$118.60	One officer from the department accompanied the Parliamentary Secretary. <u>Costs</u> <ul style="list-style-type: none"> • Accommodation: \$135.00 • 1/3 Charter Flight: \$2230.30 • Travel allowance: \$187.50 • Taxi: \$31.30 Total: \$2 584.10	Portfolio related travel
Melbourne, VIC	25 February 2011	Vehicle costs \$327.09	<i>No departmental officers accompanied the Parliamentary Secretary.</i>	Portfolio related travel
Brisbane, Mooloolaba and Bundaberg, QLD	14–17 March 2011	Vehicle costs \$386.09	One officer from the department accompanied the Parliamentary Secretary. <u>Costs</u> <ul style="list-style-type: none"> • Flights: \$613.34 • Accommodation: \$378.00 • Travel allowance: \$261.75 Total: \$1 253.09	Portfolio related travel
Mooney Mooney, NSW	14 April 2011	Vehicle costs \$348.83	Two departmental officers accompanied the Parliamentary Secretary. <u>Costs</u> <ul style="list-style-type: none"> • Parking: \$21.00 • Airfare: \$247.84 • Car costs: \$532.50 Total: \$801.34	Portfolio related travel
2011–12 FYTD (as at 31 January 2012)				
Moruya, NSW	3 June 2011	-	Two departmental officers accompanied the Parliamentary Secretary.	Portfolio related travel

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Question: 170 (continued)

			<p><u>Costs</u></p> <ul style="list-style-type: none"> • Hire car and refuelling: \$100.00 • Accommodation: \$220.00 • Travel allowance: \$240.00 • Official hospitality: \$90.00 <p>Total: \$650.00</p>	
France and Italy	19–26 June 2011	-	<p>One departmental officer accompanied the Parliamentary Secretary. Departmental officer's from Posts.</p> <p><u>Costs</u></p> <ul style="list-style-type: none"> • Accommodation: \$4722.00 • Flights and car hire: \$16886 • Meals: \$3381 <p>Total: \$24 989.00</p>	Portfolio related travel
Samoa	17–23 July 2011	-	<p>Two departmental officers accompanied the Parliamentary Secretary.</p> <p><u>Costs</u></p> <ul style="list-style-type: none"> • Accommodation: \$1050 • Flights: \$4563 • Meals: \$1050 <p>Total: \$7 413.00</p>	Portfolio related travel
Cockle Bay, NSW	3 August 2011	Vehicle costs \$214.78	<i>No departmental officers accompanied the Parliamentary Secretary</i>	Portfolio related travel
Perth, WA and Darwin, NT	8–12 August 2011	Vehicle costs \$2054.21	<i>No departmental officers accompanied the Parliamentary Secretary</i>	Portfolio related travel
Brisbane, QLD	25 August 2011	-	<i>No departmental officers accompanied the Parliamentary Secretary</i>	Portfolio related travel
Mittagong and South Coast, NSW	7 October 2011	-	<i>No departmental officers accompanied the Parliamentary Secretary</i>	Portfolio related travel
Bega, NSW	18 November 2011	-	<p>Two officers accompanied the Parliamentary Secretary. No costs were incurred by the department.</p>	Portfolio related travel
Parliamentary Secretary Sidebottom (appointed as Parliamentary Secretary in December 2011)				
Launceston, Bell Bay, TAS	24 January 2012	-	<i>No departmental officers accompanied the Parliamentary Secretary</i>	Portfolio related travel

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Question: 176

Division/Agency: Government Division

Topic: Training for the Minister and Parliamentary Secretary

Proof Hansard page: Written

Senator COLBECK asked:

1. How much is spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.
2. What is the total training costs for all Government and Parliamentary Secretaries provided by the Department of Finance and Deregulation? List each training, the cost and each participant.

Answer:

1. There has been no expenditure incurred for the minister and parliamentary secretary for training in the financial year to date.
2. The Department of Finance and Deregulation (DoFD) has advised there is no legislative provision for an entitlement to training for Senators and Members of Parliament. Therefore, DoFD has no recorded costs for training of ministers or parliamentary secretaries.

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Question: 181

Division/Agency: Government Division

Topic: Communications

Proof Hansard page: Written

Senator COLBECK asked:

How many communications people are there in each of your departments and agencies. List their classification, position description, services they provide to Ministers and/or Parliamentary Secretaries and any guidelines they must adhere to.

Answer:

As at 30 January 2012 there were 56 full time equivalent (FTE) staff in the communication branch in media, public relations, internal communications and production support roles.

Below is a table listing individual staff classifications and roles within the communication branch at the Department of Agriculture, Fisheries and Forestry. Staff in the media and executive teams liaise with the Minister and Parliamentary Secretary's offices on a regular basis. All staff adhere to the APS code of conduct and relevant government guidelines of this role.

APS classification	Position/role in the branch and interaction (if any) with Minister's Office
Executive	
SES Band 1	Assistant Secretary Communication Branch. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
APS4	Executive assistant to Assistant Secretary Communication Branch. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
Media	
EL2	One staff. Director media team. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
EL1	Three staff. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
APS6	Three staff. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
APS5	One staff. Duties include but are not limited to liaison and updates to the Minister and Parliamentary Secretary's Office on departmental and portfolio issues.
Public Relations	
Role of staff is to support departmental communication activities	
EL2	Four staff
EL1	Nine staff
APS6	Seven staff
APS5	Four staff
APS4	One staff

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Production & design	Role of staff is to support departmental communication activities
EL2	One staff
EL1	Two staff
APS6	Six staff
APS5	Three staff
APS4	Two staff
Internal Communication	Role of staff is to support departmental communications
EL2	One staff
EL1	Three staff
APS6	Two staff
APS4	One staff

Below is a table outlining the communication staff in our portfolio agencies and their specific roles.

APS classification	Position/role in the branch and interaction (if any) with Minister's Office
Australian Pesticides and Veterinary Medicines Authority - APVMA	
EL2	Manager Public Affairs. Responds to requests from the Minister's Office for media talking points or handling of specific queries.
EL2	Manager Stakeholder Engagement (non-ongoing to 30 June 2012). Short-term project to develop a strategic stakeholder communication and consultation policy. Nil interaction with the Minister for Parliamentary Secretary.
EL1	Four staff. Manage website, communications, stakeholder consultation and media. Nil interaction with the Minister for Parliamentary Secretary.
APS6	One staff. Web and communications coordinator. Publishing design and coordination. Nil interaction with the Minister for Parliamentary Secretary.
Australian Fisheries Management Authority - AFMA	
EL1	One staff. Media and Communication Manager. Keeps the Minister and Parliamentary Secretary's Offices informed about media issues including provision of talking points.
Wine Australia	
	No staff.
Wheat Exports Australia	
APS6	One staff. Public Affairs Officer. Nil interaction with the Minister or Parliamentary Secretary. Agency Head (Chair) and CEO update the Minister's Office and Parliamentary Secretary on issues surrounding the Agency.

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Fisheries Research and Development Corporation - FRDC	
Agency does not have APS classifications. Two communication staff.	Communication Manager. Develop briefing papers for the Minister, Department, and associated portfolio agencies, on fisheries research, development and extension activities — funding, significant milestones and outcomes. Liaise on fisheries as required — such as reporting emerging industry and media issues. Completion and submission and tabling of Statutory publications (Annual Report, Operating Plan and Strategic Plans) and coordination of Ministerial launches and invitations to events.
	Communication Officer. Minimal dealing with Minister's Office and Parliamentary Secretary — only to confirm event details and provision of statutory documents as required.
Rural Industries Research and Development Corporation - RIRDC	
Agency does not have APS classifications. Two communication staff.	Public Affairs Manager. Ministerial and Parliamentary Secretarial involvement on issues surrounding the RIRDC portfolio including media and public awareness on research investments in new and emerging industries and national rural issues. Engagement in submission and tabling of statutory publications and coordination of Ministerial launches and invitations.
	Communications Officer. Ministerial and Parliamentary Secretarial involvement on issues surrounding the RIRDC portfolio including media and public awareness on research investments in new and emerging industries and national rural issues. Engagement in submission and tabling of statutory publications and coordination of Ministerial launches and invitations.
Sugar Research and Development Corporation - SRDC	
Agency does not have APS classifications.	One staff. Communication Manager. Liaise with Minister's office and Parliamentary Secretary on issues within the portfolio. Reports on media issues, submission tabling and coordinates Ministerial events/launches.
Grains Research and Development Corporation - GRDC	
Agency does not have APS classifications.	Communication Manager. Liaises with relevant Minister and Parliamentary Secretary's office on issues surrounding the GRDC

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Question: 181 (continued)

Grape and Wine Research and Development Corporation - GWRDC	
Agency does not have APS classifications	No staff.
Cotton Research and Development Corporation- CRDC	
Agency does not have APS classifications	The Communication Manager is responsible for preparing CRDC's corporate reports and communication which facilitates the adoption of the results of Research and Development in which CRDC invests. The manager also contributes to CRDC's role in providing liaison and support to the minister and parliamentary secretary on communication issues relevant to the portfolio.