

Legal Services Expenditure Report 2022-23

The Summary sheet is only visible once you have confirmed that the Entry form is complete following inclusion of the last domestic legal services provider in section 5c.

Australian Trade and Investment Commission (Austrade)

11 764 698 227

Summary Totals (explainer)

What is this section?

In this section you are required to review and confirm the summary totals for your entity's 2022-23 Legal Services Expenditure Report based on what you entered in the Entry form sheet.

What are the summary totals?

*Total Legal Services Expenditure = Internal + External Legal Services Expenditure
Internal Legal Services Expenditure = Internal Legal Services Expenditure
External Legal Services Expenditure = Counsel Fees + Disbursements + Professional Fees (does not include input from the legal services panels section)*

Expenditure comparison

Your entity's total legal services expenditure for 2021-22 is displayed below (some MoG entities will display 0 expenditure). If there has been a significant change in expenditure in 2022-23 compared to 2021-22, you will be required to provide an explanation of the change in the commentary text box.

Do I need to provide commentary?

Commentary is optional, unless there has been a significant change in total expenditure between last year and this year, in which case it is required. If commentary is required you cannot leave this section blank. Any commentary provided will not be made public or shared with other entities.

Explaining a significant change in expenditure

Only a brief description of the reason or reasons for the increase/decrease is required. It is not necessary to go into the specifics of a matter. Any commentary provided will not be made public or shared with other entities.

Summary Totals

Total Legal Services Expenditure	\$	1,219,997
Total Internal Legal Services Expenditure	\$	655,582
Total External Legal Services Expenditure	\$	564,415
Total value of briefs to Counsel	\$	-
Total value of briefs to Male Counsel	\$	-
Total value of briefs to Female Counsel	\$	-
Total value of briefs to gender X Counsel	\$	-
Total value of disbursements (excluding counsel)	\$	550
Total value of professional fees	\$	563,865
Total value of professional fees - 10% off-Panel allowance	\$	54,507
Total value of professional fees - Exemption from AGD	\$	-
Total number of briefs to counsel		0

Are the Summary Totals correct?

Yes

Proceed to commentary

Comparison with 2020-21

Total Legal Services Expenditure (2022-23)	\$	1,219,997
Total Legal Services Expenditure (2021-22)	\$	2,251,681
Total expenditure change	-\$	1,031,684
Internal expenditure change	-\$	482,793
External expenditure change	-\$	548,891

Commentary REQUIRED

Do I need to provide commentary?

Commentary is optional, unless there has been a significant change in total expenditure between last year and this year, in which case it is required. If commentary is required you cannot leave this section blank. Any commentary provided will not be made public or shared with other entities.

Explaining a significant change in expenditure

Only a brief description of the reason or reasons for the increase/decrease is required. It is not necessary to go into the specifics of a matter. Any commentary provided will not be made public or shared with other entities.

Please enter commentary below

The total cost of external (domestic and off-shore) legal services in 2022-23 was \$563,865, a decrease of 51% from 2021-22. Demand for legal services is driven by operational business requirements and special projects; last year's costs are down as programs ceased as did implementing the International Network Optimisation strategy and registration of Nation Brand trademarks (twice). In addition, more work was performed by Austrade's internal legal team.

Costs of running an internal legal unit decreased 44% year-on-year to \$655,582 with vacancies and cessation of locum lawyers providing assistance to specific programs and projects. The internal cost of the unit is comparatively low compared to similar sized agencies. This model (small internal staff with capacity to buy-in services) allows Austrade to flex up for external expertise when required while maintaining a low fixed cost presence.

Have you finished entering commentary?

Yes

Proceed to final confirmation

Please read below

You have completed all of the required fields in your entity's Legal Services Expenditure Report template for 2022-23. If you are satisfied that the information you have provided is correct, please provide your final confirmation below. Do not confirm unless you are satisfied your entries are correct. You can edit your template by returning to the Entry form sheet and revising your entries.

Once you have provided final confirmation, a final version of your entity's Legal Services Expenditure Report for 2022-23 will appear below. The report is locked for editing, so if you notice incorrect details you will need to revise your entries in the Entry form sheet. If you encounter any issues you may contact OLSC for assistance.

Please provide final confirmation of your entity's legal services expenditure for 2022-23

I confirm

Report complete

Your 2022-23 Legal Services Expenditure Report is now complete.

Below is your entity's Legal Services Expenditure Report for 2022-23.

Please save this template as a .XLSX file using the following naming convention: OLSC – [Name of Entity] (acronym) – 2022-23 LSER – [date sent to OLSC]

For example: OLSC – Attorney-General's Department (AGD) – 2022-23 LSER – 1 August 2023

Please email this completed template to LSER@ag.gov.au

Legal Services Expenditure Report 2022-23

Entity name	Australian Trade and Investment Commission (Austrade)
ABN	11 764 698 227

Totals

Total legal services expenditure	\$	1,219,997
Total internal legal services expenditure	\$	655,582
Total external legal services expenditure	\$	564,415

Section 1

Internal Legal Services Expenditure

Total value of internal legal services expenditure	\$	655,582
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Section 2

Counsel Briefs

Total number of briefs to counsel	0
Total value of briefs to counsel	\$ -

Section 2a

Junior Counsel (direct briefs)

Total number of direct briefs to male junior counsel	0
Total value of direct briefs to male junior counsel	\$ -
Total number of direct briefs to female junior counsel	0
Total value of direct briefs to female junior counsel	\$ -
Total number of direct briefs to gender X junior counsel	0
Total value of direct briefs to gender X junior counsel	\$ -

Junior Counsel (indirect briefs)

Total number of indirect briefs to male junior counsel	0
Total value of indirect briefs to male junior counsel	\$ -
Total number of indirect briefs to female junior counsel	0
Total value of indirect briefs to female junior counsel	\$ -
Total number of indirect briefs to gender X junior counsel	0
Total value of indirect briefs to gender X junior counsel	\$ -

Total number of briefs to junior counsel	0
Total value of briefs to junior counsel	\$ -

Section 2b

Senior Counsel (direct briefs)

Total number of direct briefs to male senior counsel		0
Total value of direct briefs to male senior counsel	\$	-
Total number of direct briefs to female senior counsel		0
Total value of direct briefs to female senior counsel	\$	-
Total number of direct briefs to gender X senior counsel		0
Total value of direct briefs to gender X senior counsel	\$	-

Senior Counsel (indirect briefs)

Total number of indirect briefs to male senior counsel		0
Total value of indirect briefs to male senior counsel	\$	-
Total number of indirect briefs to female senior counsel		0
Total value of indirect briefs to female senior counsel	\$	-
Total number of indirect briefs to gender X senior counsel		0
Total value of indirect briefs to gender X senior counsel	\$	-

Total number of briefs to senior counsel		0
Total value of briefs to senior counsel	\$	-

Section 3

Disbursements

Total value of disbursements	\$	550
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Section 4

Legal Services Panels

Does your entity participate in the Whole of Australian Government Legal Services Panel	Yes
Panel fee for 2022-23	\$ 2,411
Total value of professional fees expenditure on 10% off-Panel allowance	\$ 54,507
Total value of professional fees expenditure on exemptions from using the Panel	\$ -
Total value of professional fees expenditure on Provision of Tax Technical Legal Services Panel for 2022-23	\$ -
Total value of professional fees expenditure on ACCC/AER Competition and Consumer Panel 2019 for 2022-23	\$ -

Section 5

Professional fees

Total value of professional fees	\$ 563,865
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Section 5a

Other Government Providers

Attorney-General's Department (DO NOT INCLUDE PANEL FEE)	\$ 17,712
Department of Foreign Affairs and Trade	\$ 5,179
Office of Parliamentary Counsel	\$ -

Section 5b

Overseas Legal Services Providers

Overseas firms (total figure)	\$ 48,151
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