

BROADBEAN
CATERING & EVENTS

A.B.N.: 32 167 766 332
PO Box 4547 KINGSTON, ACT 2604
PH: 02. 6208 5179
E: s47G @broadbeancatering.com.au

Tax Invoice

Department of Health & Aged Care	Invoice No: s47G
	Date: 17/06/2024

QUANTITY	DESCRIPTION	UNIT PRICE (inc-GST)	TOTAL PRICE (inc-GST)
	Cancer, Hearing and Chronic Conditions Division Day - Wednesday 12th June 2024	s47G	
1	Venue hire, National Museum of Australia - Peninsula Room		
1	Audio visual as quoted		
1	Coffee cart; includes set up/pack down and staffing		
165	Tailored morning tea		
165	Lunch package 1		
-1	Deposit received with thanks		

Payment Terms

Deposits

To be paid within ten business days from date of invoice.

Final Payments

Corporate & Government - ten business days from date of invoice.
Private - five business days prior to the event.

Subtotal:	\$15,592.00
GST:	\$1,417.45
Total (inc-GST):	\$15,592.00
Paid to Date:	\$0.00
Balance Due:	\$15,592.00

How to Pay

by credit card

We accept VISA or MASTERCARD
phone: 02. 62085179
email: s47G @broadbeancatering.com.au
Please note there is a 2% surcharge for all credit card purchases.

by direct deposit



Invoice No: s47G Amount Due: \$15,592.00

Attendees for the Cancer Hearing and Chronic Conditions Planning Day

Total numbers for the Cancer Hearing and Chronic Conditions Division | 165

Staff member from Prime Minister & Cabinet | 1

Staff member from the Minister's Office | 1

SES Staff from the Department of Health and Aged Care

- Dr Liz Develin, Deputy Secretary, Primary and Community Care Group
- Lisa Schofield PSM, First Assistant Secretary, Cancer Hearing and Chronic Conditions
- Ariane Hermann, Assistant Secretary, Cancer Policy and Projects Branch
- Jessica Pratt, Assistant Secretary, Cancer Infrastructure and Lung Cancer Screening Branch
- Perdi Mitchell, Assistant Secretary, Cancer Screening Programs Branch
- Nicole Fitzgerald, Assistant Secretary, Newborn Screening and Palliative Care Branch
- Chris Carlile, Assistant Secretary, Hearing Services and Chronic Conditions Branch

This Document Has Been Released Under The
Freedom Of Information Act 1982
By The Department Of Health And Aged Care

Event Name	Date	Location
Cancer, Hearing and Chronic Conditions Division Day	Wednesday 12 th June 2024	Peninsula Room
Guest Numbers	Client Contact Details	Broadbean Contact
Final: 165 Minimum: 105	s22	s47F 02 6208 5179 or s47F

Menu
<p>Coffee cart on arrival @ 9.00am – 9:30am (includes chai lattes)</p> <p>Morning tea @ 11.00am Homemade sausage rolls with tomato sauce Freshly baked buttermilk scones topped jam and cream GF option – Chef's choice</p> <p>Percolated coffee, tea, orange juice and chilled water</p> <p>Lunch @ 1.00pm Selection of assorted gourmet wraps Housemade falafel, quinoa tabbouli and tahini dressing (vegan, gf) Green salad with avocados, cherry tomatoes and cucumber (vegan, gf) Individual roast pumpkin and goat's cheese quiche (v) Homemade sausage rolls with tomato sauce Platters of fresh seasonal fruit (vegan, gf)</p> <p>Percolated coffee, tea, orange juice and chilled water</p>

Dietary Summary	Room Setup
3 x GF and DF 5 x Vegan 1 x Egg and wheat allergy. No red meat/pork 3 x Halal 1 x Nut Anaphylaxis 8 x Vegetarian 2 x Lactose free 1 x GF and vegetarian 1 x No pork 1 x Crustacean and beer allergy 3 x GF 2 x No beef 1 x Seafood allergy 1 x GF and citric acid intolerance (no fresh tomato or oranges) 1 x No red meat 1 x DF and pescatarian	Cabaret style – 15 tables 8 pax, 5 tables 9 pax Facilitators table at front (1 x trestle) 6 x panel chairs –function chairs 1 x flipchart Catering buffet in Red Room <i>*Public wifi is available. Select 'NMA-Public' and accept the T&Cs. NB: Some Government Departments may have security firewalls that block this.</i>

Approximate Schedule
8.30am Client/facilitator arrival <i>*Please contact me on my mobile when you arrive</i> 8.30am AV technician on standby to meet client on arrival 9.00am Guest arrival 9.00am Coffee cart (30mins) 11.00am Morning tea

1.00pm Lunch
 3.30pm Conference concludes and guests depart
 4.00pm Peninsula Room fully vacated

Audio Visual	Security
Quote 446 Meet and greet at 8.30am Onsite AV contact: (02) 6208 5043	8.00am Unlock Peninsula Room and viewing deck doors 8.30am FYI – client, facilitators and guests begin to arrive <i>*Please advise client to contact Broadbean</i> Please note timings above and assist with removal of guests from Peninsula Room prior to 5.00pm.

Cleaning	Facilities and Venue Services
Ensure Peninsula Room and Peninsula Room viewing deck is cleaned and vacuumed prior to 8.25am. All cleaning at main entry doors, Atrium and walkway to Peninsula Room to have finished by 8.25am.	<u>Facilities</u> Conclude any scheduled maintenance, rigging equipment and pressure washing that is directly related to entry, Atrium, walkway to Peninsula Room and Peninsula Room by 8.25am. <u>Venue Services</u> FYI

Parking
Please note that the Museum car park is Government owned. Parking is available between 8:30am – 5pm at an hourly rate (up to 4hrs) or all day. Parking is \$16.50/day or \$3.80/hr for up to 4hrs. This is pay by plate with tickets to be displayed on car dashboards. Parking spaces closest to the Museum entry are 4hrs only, all day parking is located towards the back of the car park, furthest from the Museum entry.



CHCCD Division Day

AGENDA

Wednesday 12 June 2024 | 9.00am – 3.30pm (coffee cart available from 9.00am)

National Museum of Australia

Lawson Crescent, Acton Peninsula Canberra

Time	Session	Facilitator
9.00am	Coffee Cart morning mingle	
9.30am	Welcome Acknowledgement of country	Lisa Schofield
9.40am	Address from our Deputy Secretary	Liz Develin
10.00am	Minister's Office	s47F, Senior Advisor
11.00am	Morning Tea	
11.30am	Global mega trends and impact on Australia's health system	s47F Project Director, Policy Projects and Taskforce Office Department of the Prime Minister and Cabinet
1.00pm	Lunch	
2.00pm	SES Panel and Q & A session	All SES
3.30pm	Close and thanks	Lisa Schofield