

Senate Standing Committee on Environment and Communications
Answers to Senate Estimates Questions on Notice
Additional Estimates Hearings February 2016
Communications Portfolio
Australian Communications and Media Authority

Question No: 214(e)

Australian Communications and Media Authority

Hansard Ref: Written, 19/02/2016

Topic: Documents provided to minister

Senator Ludwig, Joe asked:

1. Excluding policy or correspondence briefs, how many documents are provided to the Minister's office on a regular and scheduled basis? Including documents that are not briefs to the minister and do not require ministerial signature.
2. List those documents, their schedule and their purpose (broken down by ministerial signature and office for noting documents)
3. How are they transmitted to the office?
4. What mode of delivery is used (hardcopy, email) for those documents?
5. What level officer are they provided to in the minister's office?

1. Answer:

1. Two documents.
2.
 - The ACMA prepares an annual report in accordance with subsection 46(1) of the *Public Governance, Performance and Accountability Act 2013* on ACMA operations. The report is prepared annually and is tabled in each House of Parliament within 15 days of being received by the Minister for Communications under subsection 57(3) of the *Australian Communications and Media Authority Act 2005*.
 - In accordance with Section 105 of the *Telecommunications Act 1997* (the Act), the ACMA reports annually to the Minister on the performance of carriers and carriage service providers (CSPs) in meeting regulatory obligations with specific reference to consumer satisfaction, consumer benefits and quality of service. The ACMA Communications Report is required to be tabled within 15 days of being received by the Minister for Communications under subsection 105(7) of the Act.
3. Both reports are provided to the Department of Communications and the Arts to provide to the Minister.
4. Documents are provided to the Department of Communications and the Arts via email (soft copy for approval) and in hard copy for tabling.
5. The documents are received in the Minister's Office by Department of Communication and the Arts' Departmental Liaison Officers.