

**Senate Standing Committee on Education and Employment**

**QUESTIONS ON NOTICE  
Budget Estimates 2014-2015**

**Agency - Comcare**

**Department of Employment Question No. EM0316\_15**

**Senator Ludwig provided in writing.**

**Question**

**Comcare - Question Time Briefs**

1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time? 2) How many officer hours are spent each sitting day on preparing that information? a. Please break down the hours by officer APS classification 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office? 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information? a. If so, when does this occur? b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.

**Answer**

1-4. Comcare occasionally contributes to Question Time briefs (QTB), however as these are ad-hoc and infrequent, data and resource allocation for this work is not captured. Where a QTB is required, the information is provided to the Minister's office prior to Question Time and any clarifications or queries are responded to.

5. Comcare did not provide input into any QTBs in the week of 11 February 2014.