

Senate Standing Committee on Education and Employment

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

Agency - Fair Work Building & Construction

Department of Employment Question No. EM0317_15

Senator Ludwig provided in writing.

Question

FWBC - 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

One person at FWBC is responsible for assisting with preparation of Question Time Briefs when required. This is a very small part of the person's role and takes up minimal time. The person is at an APS6 level.