

**FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE  
QUESTIONS ON NOTICE – ADDITIONAL ESTIMATES 2016-17 – February 2017 - PARLIAMENT**

<b>Q No.</b>	<b>Program: Division or Agency</b>	<b>Senator</b>	<b>Broad Topic</b>	<b>Question</b>	<b>Proof Hansard/Written</b>
1	Senate	Paterson	Committee workload	<b>Senator Paterson asked:</b> So if we could break down in those last three parliaments which where legislation and which were references—and Senate select committees as well.	p.7
2	Senate	Paterson	Committee workload	<b>CHAIR:</b> This will definitely need to be on notice, but, as a proportion of the Senate's budget, how much is now going to committee activities relative to other activities? <b>Mr Pye:</b> We are talking about the committee office rather than committees more broadly. As you know there are committees that are looked after by some of the other offices as well. It is about \$8.8 million out of about \$23 million, so a third. <b>CHAIR:</b> Historically is that about proportional or is it higher than usual? <b>Mr Pye:</b> It is a bit higher than usual. <b>CHAIR:</b> Perhaps you could quantify, proportionally over the last three parliaments, what the figures have been?	p.7
3	Senate	McAllister	Committee workload	<b>Senator McAllister asked:</b> Of the 34 references in the last Parliament [actually this one] which were supported by the Government in the Chamber? [based on divisions]. <b>Senator McAllister:</b> Before we leave this minor questioning, in taking these questions on notice, of those 34 references in this last parliament, could you indicate which of those were supported by the government in the chamber, which would be of assistance as well. <b>Mr Pye:</b> I will certainly be able to do that where a division was taken, but where matters are voted on the voices it is a very difficult thing to do. <b>Senator McAllister:</b> I understand. Thank you, Mr Pye.	p.7
4	Senate	Kitching	Paper	<b>Senator KITCHING asked:</b> In a question on notice you were asked about the Anti-Dumping Commission in relation to copying paper. Has any consideration been given to the work of the Anti-Dumping Commission in relation to paper? <b>Ms Callinan:</b> Yes. Following that hearing we did look at the work of the Anti-Dumping Commission. To the extent that we can refer to that under the requirements of the Commonwealth procurement rules et cetera, we will refer to that in our assessments going forward. <b>Senator KITCHING:</b> But not this assessment just done? Because I think the question on notice indicated that you would have consideration of the Anti-Dumping Commission in relation to copying paper, certainly in the last quarter. You used the future tense, so you said, 'It will be taken into consideration.' But it was not taken into consideration for this one? <b>Ms Callinan:</b> I would have to check in terms of the one that we did in November and December. Nonetheless, as I understand it, the country of origin of the paper that we do use is Austria. We did look at the work of the Anti-Dumping Commission at that stage and certainly after that hearing. We learned through doing that that Austria was not one of the countries that was being investigated, at least in the information that is publicly provided by the Anti-Dumping Commission.	p.11
5	Senate	Carr	Paper procurement	On what date is the next assessment scheduled for the Department of the Senate's paper procurement practices for A4 copy paper?	Written
6	Senate	Wong	Appointment of the new Deputy Clerk of the Senate	What arrangements have been put in place to service senators and their staff, and the needs of the Department of the Senate, whilst the position of Deputy Clerk of the Senate has been vacant?	Written
7	Senate	Wong	Appointment of the	Is the position description for the Deputy Clerk of the Senate, as advertised, substantially similar to the	Written

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			new Deputy Clerk of the Senate	role as it previously existed, or have there been changes? If so, please detail the changes and indicate what has prompted the changes.	
8	Senate	Wong	Appointment of the new Deputy Clerk of the Senate	Following the appointment of a new Deputy Clerk of the Senate, is there likely to be any other reorganisation of positions in the Department of the Senate, other than consequential changes that would naturally flow if an existing member of the department filled the vacant position?	Written
9	Senate	Wong	Department of the Senate staffing	Please update the staffing figures provided in the 2015-16 Annual Report at page 68, which indicate 158 full-time-equivalent staff in 2015-16.	Written
10	Senate	Wong	Support for Senators	How has the Department of the Senate managed the additional demands of an enlarged crossbench, which with the defection of Senator Bernardi now numbers 21 senators if the two vacant places are included?	Written
11	Senate	Wong	Paper procurement	With reference to the Usher of the Black Rod's answer at page 11 of the proof <i>Hansard</i> that an assessment of different types of paper has taken place against a number of criteria: Can a copy of the criteria and the results of the assessment be provided.	Written
12	Senate	Wong	Chamber refurbishment	With reference to the 2016-17 Supplementary Budget Estimates at which Senator Wong asked the President and the Usher of the Black Rod about potential refurbishment of the parliamentary chambers, and the President advised that he was awaiting advice from the Usher, following her liaison with the Department of Parliamentary Services, about refurbishment of the Senate chamber, and page 13 of the Hansard, advice from the Usher that "I am hoping to be able to provide some advice to the President in the coming weeks on that project": Has advice now been provided? Have any decisions been taken?	Written
13	DPS	Bernardi	Timeline for incident reports	<b>Mr Cooper:</b> I am advised there were three official statements made—one by the supervisor, one by the person making the complaint and one by the witness. <b>Senator BERNARDI:</b> Okay. I am interested in knowing the time lines regarding when those reports were made, when those statements were taken, when the two people involved—the supervisor, the employee and a witness—were asked to give evidence. <b>CHAIR:</b> You will take that on notice, Mr Cooper? <b>Mr Cooper:</b> Yes.	p 17
14	DPS	McKenzie	Indigenous employment target	<b>Senator McKENZIE:</b> How long has this initiative been in place? <b>Ms Hinchcliffe:</b> The Indigenous employee network? It had its first meeting on 2 February 2017. <b>Senator McKENZIE:</b> When was the target of three per cent set? <b>Ms Hinchcliffe:</b> I would have to take that on notice.	p 20

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15	DPS	McKenzie	Indigenous employment breakdown	<p><b>Senator McKENZIE:</b> Can you give me a breakdown of those 11 employees? What levels are they at within the Public Service?</p> <p><b>Ms Hinchcliffe:</b> I will need to take that on notice.</p>	p 20
16	DPS	McKenzie	Indigenous procurement policy	<p><b>Senator McKENZIE:</b> Do you want to talk us through how DPS performed under the Indigenous procurement policy?</p> <p>...</p> <p><b>Mr Creagh:</b> We have exceeded the number of contracts that DPS had. As to the target, we entered into 15 contracts with 13 Aboriginal and Torres Strait Islander businesses for a total value of \$1,410,395, GST inclusive. That was for the 2015-16 financial year. I do not have the figures for this financial year with me at the moment, but I am sure my procurement guys will be able to get it to me very shortly.</p> <p>...</p> <p><b>Senator McKENZIE:</b> In breaking down those 15 contracts, do you want to quickly run through which sections of DPS?</p> <p><b>Mr Creagh:</b> I will have to get my procurement guys to double-check that for us, but I know that the areas were in the artwork space and in the construction space as well.</p>	p 21
17	DPS	McKenzie	Indigenous procurement policy – catering contracts	<p><b>Senator McKENZIE:</b> The Indigenous procurement policy applies to the catering arrangements?</p> <p><b>Mr Creagh:</b> It should, yes.</p> <p><b>Senator McKENZIE:</b> Yes, it should. How many Indigenous businesses have won catering contracts from DPS?</p> <p><b>Mr Creagh:</b> I will have to take that on notice.</p>	p 21
18	DPS	McKenzie	Indigenous procurement policy – Parliament House Shop contracts	<p><b>Senator McKENZIE:</b> How many contracts have been awarded to Indigenous businesses in relation to the gift shop?</p> <p><b>Ms Croke:</b> I would need to take that on notice to get the exact number. We certainly do have a fairly good representation there of items, as you would be aware, but I will take that on notice.</p>	p 22
19	DPS	Wong	Former IHG staff	<p><b>Senator WONG:</b> We can explore that later, or people will work that out. Of the people who were previously employed in food services in the building, how many of those were transferred to the in-house operation, and how many were let go? You might want to take some of that on notice, but can I just have the aggregate figures?</p> <p>...</p> <p><b>Ms Croke:</b> Of the staff who had been recruited by DPS as of last week, 14 were working for, and were employed by, IHG at the time their contract was ending. There would of course be further people who were employed through the various labour hire companies that IHG used and that we are also using. There may be some additional numbers there, but I do not have precise details about those.</p>	p 26-27

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				<p><b>Senator WONG:</b> I am trying to work out how many people left and how many were, essentially, transferred to the new employer.</p> <p><b>Ms Croke:</b> We have recruited 14.</p> <p><b>Senator WONG:</b> Out of?</p> <p><b>Ms Croke:</b> We do not have an exact number. I am not sure what the total number of IHG people employed in the building was. I am not sure we have that data, but I can certainly see if we have something that would give us an approximation.</p> <p><b>Senator WONG:</b> Surely you must have had some of that data. The contract was with you.</p> <p><b>Mr Stefanic:</b> Out of the 14, we would have to establish which ones were permanent employees of IHG and which ones were casual and so on.</p> <p><b>Senator WONG:</b> I do not mind if you add all that detail. But I think you referred to 38. Is that right? Would that mean, subject to you adding detail, that, of the 38 positions, approximately 14 came over to you and the remainder moved on?</p> <p><b>Ms Croke:</b> Yes.</p> <p><b>Mr Stefanic:</b> Before the transition was completed, IHG had moved a number of their staff to their other businesses. Some other staff, I know, had applied for roles elsewhere.</p> <p><b>Senator WONG:</b> How do you know that? They have told you that?</p> <p><b>Mr Stefanic:</b> Yes.</p> <p><b>Senator WONG:</b> Presumably that means they have told you, of that cohort, how many were available to you and how many had moved on elsewhere?</p> <p><b>Ms Croke:</b> It was not quite like that. We conducted a full merit process for each role we were looking to fill, and IHG made sure their staff were aware of those processes. Their staff applied. Some of them got roles; some did not.</p> <p><b>Senator WONG:</b> How many applied?</p> <p><b>Ms Croke:</b> I would need to take that on notice.</p> <p><b>Senator WONG:</b> Do you understand what I am asking?</p> <p><b>Ms Croke:</b> I do.</p> <p><b>Senator WONG:</b> I am just trying to get a sense of the total cohort, subject to the various qualifications the Secretary has outlined, and, of those, how many then got jobs.</p> <p><b>Ms Croke:</b> Fourteen got jobs, but I can take on notice how many over and above that applied.</p>	
20	DPS	Wong	PSS staff funding allocation	<p><b>Senator WONG:</b> There was \$100 million in the security works budget from 2014-15 in which there was some operational funding included for additional staff. It is my recollection, and I might be wrong, that there was \$3 million per annum additional staffing. Is that not right?</p> <p><b>Mr Creagh:</b> The departmental funding that the department received was a net figure. It included</p>	p 28, 31

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				<p>both funding that we got for the additional FTE as well as funding for a number of other operational—</p> <p><b>Senator WONG:</b> What was the funding for the additional FTE?</p> <p><b>Mr Creagh:</b> I will have to double-check that and get the breakdown, because it is offset against the funding that moved to the AFP to take care of external security. The funding that we got was around about \$2.2 million, and it ended up being \$2.6 million in 2017-18.</p> <p>...</p> <p><b>Senator WONG:</b> What does the \$2.6 million relate to?</p> <p><b>Mr Creagh:</b> It relates to staffing that we got and the FTE that we were allocated as well as to a range of other operationals, like supplier expenses that were required under the measure. Senator, I will have to take it on notice and ask my team to look into the specifics.</p> <p>...</p> <p><b>Senator WONG:</b> Going back to the original funding for the changes to security—which I think was in 2014-15—I would like to understand the staffing component and the component bits of the costing: how many people and at what levels. Against that, I would like to understand what has actually happened. There might have been changes. There might have been a revision to the allocation you sought. I am just trying to get a sense of the comparison between what you asked for and what you are doing. Is that okay?</p> <p><b>Mr Stefanic:</b> We will get that for you.</p>	
21	DPS	Wong	New policy proposal details	<p><b>Senator WONG:</b> In your initial new policy proposal, when you put in your bid for funding, what was the configuration of staffing that underpinned the costing—how many APS 1s, how many APS 2s and how many APS 3s? If it has changed since 2010, can you tell me how? If it has changed, I would like to know the basis for those changes.</p> <p><b>Mr Creagh:</b> I can take that on notice.</p>	p 29
22	DPS	Wong	Security staffing	<p><b>Senator WONG:</b> Mr Stefanic, I think on the last occasion you told me you were funded for an additional 32 full-time equivalents in relation to the capital works. That was departmental funding for additional personnel associated with the new requirements resulting from the capital works that included the guardhouse in the ministerial wing, checkpoints et cetera.</p> <p>...</p> <p><b>Senator WONG:</b> What I want to know is: do you have the 32 for those six checkpoints, and are they included in the 50?</p> <p><b>Mr Stefanic:</b> I do not have that information in front of me. I will have to take that on notice.</p>	p 29
23	DPS	Wong	Press conference near the childcare centre	<p><b>Senator WONG:</b> I am sorry, Ms Croke. Now, when did you get involved?</p> <p><b>Ms Croke:</b> I was going to add that I received a phone call early on the morning that it was proposed to have the media conference from the chief of staff to the Speaker. So there had clearly been discussions between both the Presiding Officers. I got the message that we were to let the childcare</p>	p 32-33

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				<p>centre know and see whether they had any concerns. The press conference was not actually in the childcare centre; it was in the courtyard, one of the parliamentary courtyards, looking back towards the play area of the childcare centre.</p> <p><b>Senator WONG:</b> Did they go through the childcare centre, though? Did they walk through it?</p> <p><b>Ms Croke:</b> Not that I recall, but I can take that on notice to double-check that.</p>	
24	DPS	Wong	Filming requests	<p><b>Senator WONG:</b> Has anyone asked this before?</p> <p><b>Ms Croke:</b> To film in that area?</p> <p><b>Senator WONG:</b> Yes.</p> <p><b>Ms Croke:</b> I would have to take that on notice. I do not recall it in the time I have been overseeing and managing that in my space.</p>	p 33
25	DPS	Wong	New security fence consultants / contractors	<p><b>Senator WONG:</b> Mr President, last year you and the Speaker announced increased security around the building, including construction of a fence. I just want to understand the status of that. Have there been any approaches to market relating to that project? I am not going to ask about detail; I am just going to ask about process.</p> <p>...</p> <p><b>Senator WONG:</b> I would like on notice a list of consultants and contractors engaged on this project to date and those engaged for future work. Is that all right?</p> <p><b>The President:</b> I am sure the secretary will take that on notice.</p>	p 33
26	DPS	Bernardi	Recruitment policy	<p><b>Senator BERNARDI:</b> The information that I have—I will just get attachment B up here—in announcing this says, 'The updated policy aims to provide clearer guidance for panels and delegates conducting recruitment in DPS, including in relation to options to consider before filling a vacancy in DPS.' This one is an important one because I know you have just taken some advice: 'Conflict of interest declarations relating to recruitment will now be managed by the selection panel chair in consultation with the delegate.' That does not seem consistent with conflicts of interest having to be declared and managed externally to the panel.</p> <p><b>Ms Croke:</b> I have done several recruitments in the last six months. I might need to clarify that because recruitment have chased me for those conflicts and we have provided them. I will check that.</p> <p><b>Senator BERNARDI:</b> You have just taken advice—I know you have taken advice, Ms Croke—when I specifically asked about whether conflicts of interest were declared and managed externally to the panel; and yet DPS advice, the most recent one that I have, says, 'Conflicts of interest relating to recruitment will now be managed by the selection panel chair.'</p> <p><b>Ms Croke:</b> Yes.</p> <p><b>Senator BERNARDI:</b> That seems to contradict the earlier process.</p> <p><b>Ms Croke:</b> I will check that because, as I have just said, I have done numerous recruitments in the last six months. In each case where I have been the panel chair and have got the conflicts of interest,</p>	p 35-36

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				<p>recruitment, as a routine, have sent those out to the committees and have been following up on that.</p> <p><b>Senator BERNARDI:</b> So they are managed by the selection panel chair—</p> <p><b>Ms Croke:</b> But recruitment follow that up. Let me take that on notice.</p> <p><b>Senator BERNARDI:</b> in consultation with the delegate. That is what it says: 'And managed by the selection panel chair', which is you—</p> <p><b>Ms Croke:</b> Yes.</p> <p><b>Senator BERNARDI:</b> Even though this committee in 2011-12 said they should be declared and managed externally to the panel.</p> <p><b>Ms Croke:</b> And the process for sending them back to recruitment. If there are any issues, that is where recruitment and the delegates in that area and above can look at any conflicts and raise it with the panel chair. We have had panels change where we have known there is a conflict.</p> <p><b>Senator BERNARDI:</b> Ms Croke, 'managed externally to the panel' means something different to me than 'managed by the selection panel chair'.</p> <p><b>Ms Croke:</b> Okay.</p> <p><b>Senator BERNARDI:</b> Does it mean the same thing to you?</p> <p><b>Ms Croke:</b> They do say different things, but what I am saying to you also is that recruitment are still playing an active role. Can I come back to you on that?</p>	
27	DPS	Bernardi	Laptops for DPS staff	<p><b>Senator BERNARDI:</b> Thank you, Mr McKenzie. What types of laptops are DPS staff allowed to have?</p> <p><b>Mr McKenzie:</b> I believe there is a standard model. I will be seeking from my team the actual model number and brand.</p>	p 37
28	DPS	Hanson-Young	Press gallery rent schedule	<p><b>Senator HANSON-YOUNG:</b> Is there a schedule of how much it costs to rent space in the press gallery?</p> <p><b>Ms Croke:</b> It varies because each media licensee has a very different area. So it accounts for the space they have.</p> <p><b>Senator HANSON-YOUNG:</b> Sure, just like renting an office in a building.</p> <p><b>Ms Croke:</b> Yes. I can take on notice whether there is a—</p> <p>...</p> <p><b>Senator HANSON-YOUNG:</b> Could I ask you to take it on notice? I would like a schedule of how much people are paying in the press gallery and for what amount of space.</p> <p><b>Ms Croke:</b> We will look at what we can provide to you.</p>	p 42
29	DPS	Hanson-Young	Time frame for rent increases	<p><b>Senator HANSON-YOUNG:</b> Could I also get you to take on notice what the time frame is for any other rent increases, either in the press gallery or amongst any of the other occupants?</p> <p><b>Ms Croke:</b> We can certainly identify that in terms of the regular CPI increases and other</p>	p 42-43

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				arrangements. <b>Senator HANSON-YOUNG:</b> Or outside of that.	
30	DPS	Hanson-Young	Press gallery rent	<ol style="list-style-type: none"> <li>1. How much is the rent for space in the press gallery per square metre, for each organisation?</li> <li>2. What is the most a tenant is paying in rent for space in the press gallery per square metre?</li> <li>3. What is the least a tenant is paying in rent for space in the press gallery per square metre?</li> <li>4. How is the amount each organisation pays in rent determined?</li> </ol>	Written
31	DPS	Whish-Wilson	Disposable plastics	Does DPS have a policy regarding the use of disposable and single use plastics?	Written
32	DPS	Whish-Wilson	Disposable plastics	Does DPS have procurement guidelines regarding the use of disposable and single use plastics in relation to the provision of catering and refreshments?	Written
33	DPS	Whish-Wilson	Disposable plastics	Does DPS have procedures to ensure the recycling of disposable and single use plastics?	Written
34	DPS	Bernardi	Hand held metal detector training	<ol style="list-style-type: none"> <li>1. How long have DPS/PSS staff been taking part in hand held metal detector training?</li> <li>2. On what date did this training commence?</li> </ol>	Written
35	DPS	Bernardi	Metal hand cuff training	Have DPS/PSS staff ever been trained in the use of metal hand cuffs?	Written
36	DPS	Bernardi	Potential conflict of interest	Last year I asked about a potential conflict of interest related to the Georgiou Review and a DPS employee. Ms Croke said at the time: "I do not think there is a connection" (Feb 2016 Estimates). Has DPS investigated this potential conflict of interest in any way? If so, please provide details of the investigation and its outcome.	Written
37	DPS	Bernardi	Leave forms	Do all DPS staff use the same leave form? If so, how long has this been the case (please provide a date when all DPS staff began using the same leave form)?	Written
38	DPS	Bernardi	Incident of 25 June 2016	<ol style="list-style-type: none"> <li>1. In relation to the 25 June 2016 incident I asked about during the 27 February 2017 hearing: <ol style="list-style-type: none"> <li>a. Were all the incident reports passed on to HR? On what dates did HR receive each of the reports?</li> <li>b. On what date did the supervisor notify the Department that they were going to retire?</li> <li>c. On what date did the supervisor retire?</li> <li>d. Did the supervisor receive a redundancy payment? (Mr Cooper was not sure about this during the hearing)</li> <li>e. Will anyone within DPS be undertaking a review of the incident and DPS managers' handling of the complaint, in addition to the review already commissioned by the Secretary into Mr Cooper's decision?</li> </ol> </li> </ol>	Written



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				2. Please provide a comprehensive timeline regarding the incident, including – but not limited to – when each DPS manager was informed of the incident, on which dates the managers contacted the person who made the complaint, when managers’ decisions were handed down, along with any other relevant details.	
39	DPS	Wong	Switchboard	<ol style="list-style-type: none"> <li>1. Is it the case that at a point in time, switchboard staff were relocated from one location within the building to another?</li> <li>2. When did this occur?</li> <li>3. For what reason?</li> <li>4. Was a commitment given by former departmental secretary Carol Mills that switchboard staff would return to the room in which they were originally located?</li> <li>5. When was this commitment given?</li> <li>6. Why have switchboard staff not yet returned to the room in which they were originally located?</li> <li>7. When will the switchboard staff return to the room in which they were originally located?</li> </ol>	Written
40	DPS	Wong	New catering arrangements	<ol style="list-style-type: none"> <li>1. When was the decision taken not to renew the catering contract(s) held by IHG, which expired on 31 December 2016?</li> <li>2. When was the decision made not to approach the market but to assume responsibility for the management of catering outlets within the Department of Parliamentary Services?</li> <li>3. When was IHG informed that there would be no opportunity to extend the contract?</li> </ol>	Written
41	DPS	Wong	New catering arrangements	<ol style="list-style-type: none"> <li>1. Taking into account the figure provided by the Chief Operating Officer, Ms Croke, in her letter to the committee dated Friday 10 March 2016, indicating that 12 former IHG staff have been employed under the new catering arrangements with a possible additional 2 to commence, can the Department of Parliamentary Staff clarify how many IHG staff did not continue employment at Parliament House when the Department of Parliamentary Services took control of catering operations?</li> <li>2. What entitlements were available to these staff?</li> <li>3. Were the staff entitled to any form of redundancy?</li> </ol>	Written
42	DPS	Wong	New catering arrangements	<p>With reference to evidence provided by the Secretary of the Department of Parliamentary Services, Mr Stefanic, in response to questions by Senator Wong at page 26 of the proof Hansard that:</p> <p style="padding-left: 40px;">‘We have 38 staff. All other staff are engaged through a labour hire arrangement.’</p> <p>Please advise how many regular staff in total are employed by the Department of Parliamentary Staff to service catering operations, distinguishing the number employed by the department directly and the number employed through labour hire arrangements.</p> <p>Staff only employed from time to time, for example to supplement staff servicing major catering functions in the Great Hall, need not be included.</p>	Written

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43	DPS	Wong	Food Strategy report	<ol style="list-style-type: none"> <li>How was the Maytrix Group chosen to produce the Food Strategy report?</li> <li>Please provide a copy of the criteria used.</li> </ol>	Written
44	DPS	Wong	Food Strategy report	<p>With reference to Senator Wong’s question on notice 21 from the 2016-17 Supplementary Budget Estimates relating to the Australian National Audit Office Performance Audit Report Managing contracts at Parliament House (No. 19 of 2016-17) and the advice that the Department of Parliamentary Services would establish a new in-house catering operation that will launch from 1 January 2017:</p> <p>Senator Wong asked that:</p> <p>‘Given the Australian National Audit Office states that the Department of Parliamentary Services “has not developed a business case to demonstrate how it will improve the standard of catering or deliver value for money” and the absence of “a strong evidence base underpinning the consideration of these options”, on what basis was this decision made?’</p> <p>[These quotes are from page 34 of the report.]</p> <p>Given the Department of Parliamentary Services was not guided by the Food Strategy report in determining the appropriate model for delivery of improved catering services at Parliament House, leading the Australian National Audit Office to make the observations quoted in Senator Wong’s question, and the evidence of the Secretary of the Department of Parliamentary Services, Mr Stefanic, at page 26 of the proof Hansard that:</p> <p>‘That consultancy occurred before I came on board. Had I been here, I would have had certain viewpoints that I would have fed into that. One would have been that I did not think the consultants appropriately understood the parliamentary environment. Having come from running a catering operation at the New South Wales parliament, I was confident, given we have a market here which is effectively captive, that we could provide a service with more variety and with better value to the parliament.’</p> <ol style="list-style-type: none"> <li>Has the Department of Parliamentary Services discussed its chosen approach with the Australian National Audit Office?</li> <li>Has the Australian National Audit Office provided any subsequent feedback?</li> </ol>	Written
45	DPS	Wong	Food Strategy report	<p>With reference to the evidence of the Secretary of the Department of Parliamentary Services, Mr Stefanic, at page 26 of the proof Hansard that:</p> <p>‘That consultancy occurred before I came on board. Had I been here, I would have had certain viewpoints that I would have fed into that. One would have been that I did not think the consultants appropriately understood the parliamentary environment. Having come from running a catering operation at the New South Wales parliament, I was confident, given we have a market here which is effectively captive, that we could provide a service with more variety and with better value to the parliament.’</p> <p>And the fifth recommendation in the executive summary of the Food Strategy report that “For member</p>	Written

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				<p>services products adopt a 3 year term to allow for an in-house model to be fully developed noting the risks associated with bringing it in-house now”:</p> <p>Given the report recommended a three-year transition period for bringing a limited amount of services in-house, how is it that the Department of Parliamentary Services got to a point where it decided to bring almost all catering operations in-house in less than a year?</p>	
46	DPS	Wong	Food Strategy report	<p>With reference to the evidence of the Secretary of the Department of Parliamentary Services, Mr Stefanic, at page 26 of the proof Hansard that:</p> <p>‘That consultancy occurred before I came on board. Had I been here, I would have had certain viewpoints that I would have fed into that. One would have been that I did not think the consultants appropriately understood the parliamentary environment. Having come from running a catering operation at the New South Wales parliament, I was confident, given we have a market here which is effectively captive, that we could provide a service with more variety and with better value to the parliament.’</p> <ol style="list-style-type: none"> <li>1. Notwithstanding these comments concerning the perceived quality of the report, has any action been taken with respect to recommendation seven in the executive summary of the Food Strategy report to “Improve contract and contract management resources and practices to enable DPS to more effectively manage performance of the contracts, to minimum standards”?</li> <li>2. If so, what action has been taken?</li> <li>3. If not, why not?</li> </ol>	Written
47	DPS	Wong	Food Strategy report	<p>With reference to the executive summary of the Food Strategy report at the bottom of page 10:</p> <p>In considering the option to bring part or all food service operations in-house, the complex operating environment, the scope and range of service delivery and limited information regarding operating costs of the current operations make effective risk management in the transitioning to an in-house operating model challenging.</p> <p>Limited exemplars for the transitioning of complex, multi-faceted food service operations to an in-house model point to some of the challenges in pursuing this option. To reduce the risk associated with bringing part or all food service operations in-house, it would be desirable to establish transparent financial reporting including disclosure of key operating costs and the obligation for the operator to document all internal systems and process for lodgement with DPS.</p> <p>What risk management strategies have been put in place to manage the transition of catering operations to an in-house model?</p>	Written
48	DPS	Wong	Food Strategy report	<p>With reference to the executive summary of the Food Strategy report, what steps are being taken to implement recommendation sixteen:</p> <p>‘Introduction of other commercial activities including:</p> <ul style="list-style-type: none"> <li>• Develop a permanent coffee service at 2 service points on Level 2 to replace existing service;</li> </ul>	Written

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				<ul style="list-style-type: none"> <li>• Exclusive supply contract for audio visual services; and</li> <li>• Re introduction of a limited bar service and sale of packaged alcohol?'</li> </ul>	
49	DPS	Wong	Food Strategy report	With reference to the executive summary of the Food Strategy report, were any of the seventeen recommendations taken up and if so, which ones?	Written
50	DPS	Wong	Food Strategy report	<p>With reference to the executive summary of the Food Strategy report on page 12, at m) the report states “Nominating of a future retail area (Reading Room Café) to service the private market, subject to future demand assessment following the rationalisation and refurbishment of other retail food service tenancies”.</p> <ol style="list-style-type: none"> <li>1. What progress is being made on this recommendation?</li> <li>2. Where did the report’s authors envisage this new retail area being located?</li> </ol>	Written
51	DPS	Wong	Aussie’s	Noting the Food Strategy Report explicitly stated the Aussie’s Café licence was “not recommended” for an in-house contract model, can bringing the Aussie’s area under the management of the Department of Parliamentary Services be ruled out?	Written
52	DPS	Wong	Aussie’s	<p>At the top of page 10, the Food Strategy Report states “Aussie’s Café [...] is operated under an independent outsourced commercial arrangement” and “the Aussie’s Café contract expired on 31 March 2015 and is running on a month to month basis”.</p> <ol style="list-style-type: none"> <li>1. Can you confirm this continues to be the case?</li> <li>2. If so, why was a new licence agreement only presented to the current licensee on 20 February 2017, as per the evidence of the Secretary of the Department of Parliamentary Services, Mr Stefanic, at page 26 of the proof Hansard?</li> </ol>	Written
53	DPS	Wong	Aussie’s	<p>With reference to the current contract arrangements with the licensee of Aussie’s Café:</p> <ol style="list-style-type: none"> <li>1. If the contract is on a month-to-month basis, what termination arrangements apply?</li> <li>2. Is there a relevant period of notice?</li> <li>3. Do any compensatory provisions exist?</li> </ol>	Written
54	DPS	Wong	Aussie’s	<ol style="list-style-type: none"> <li>1. When was the contract with the current licensee of Aussie’s Café, which expired on 31 March 2015, originally signed?</li> <li>2. What was the specified duration of the original contract?</li> <li>3. Did the contract have an option for a five year extension from 2015, but the Department of Parliamentary Services did not honour the option?</li> <li>4. If so, why not?</li> </ol>	Written
55	DPS	Wong	Retail Strategy report	Can a copy of the Retail Strategy report produced by the Maytrix Group be provided?	Written

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56	DPS	Wong	Retail Strategy report	<ol style="list-style-type: none"> <li>1. How was the Maytrix Group chosen to produce the Retail Strategy report?</li> <li>2. Please provide a copy of the criteria used.</li> </ol>	Written
57	DPS	Wong	Retail Strategy report	<p>The answer to 2016-17 Supplementary Budget Estimates question on notice 22 indicates four retail licence holders are affected by the Retail Strategy report: Aussie's Café, Capital Hairdressing, Australia Post and Sportscafe Physiotherapy and Massage.</p> <p>However, given Aussie's Café was dealt with in the Food Strategy report, why is it also considered in the Retail Strategy report?</p>	Written
58	DPS	Wong	Retail Strategy report	<p>The answer to 2016-17 Supplementary Budget Estimates question on notice 22 indicates the Department of Parliamentary Services "anticipates that all new licence arrangements will be in place by 31 March 2017".</p> <ol style="list-style-type: none"> <li>1. Will this deadline be met?</li> <li>2. If not, which licence arrangements are outstanding?</li> <li>3. What changes are expected arising from the implementation of new licence agreements?</li> <li>4. Will Aussie's Café, Capital Hairdressing, Australia Post and Sportscafe Physiotherapy and Massage continue to operate in Parliament House?</li> </ol>	Written
59	DPS	Wong	Retail Strategy report	Are there any plans for the space currently occupied by the post office, such as expansion of the Queens Terrace Café, or use other than by Australia Post?	Written
60	DPS	Wong	Retail Strategy report	<ol style="list-style-type: none"> <li>1. Why is Westpac Bank not included in the retail strategy?</li> <li>2. Will banking services continue to be provided by Westpac at Parliament House, or will they be replaced by other banking services?</li> <li>3. Does the Department of Parliamentary Services propose to remove postal and banking services from Parliament House?</li> </ol>	Written
61	DPS	Wong	Retail Strategy report	<ol style="list-style-type: none"> <li>1. Are there any services not mentioned as being within the scope of the Retail Strategy report, such as the travel agent, facing changes or being required to remove their operating premises from Parliament House?</li> <li>2. What steps have been put in place to inform occupants of Parliament House about the progress in implementing the recommendations of the report and any changes in services at Parliament House?</li> </ol>	Written
62	DPS	Wong	Parliamentary security	Please provide a breakdown of the different classification levels for parliamentary security staff, and a description of the tasks performed at each level.	Written
63	DPS	Wong	Parliamentary security	How many additional security positions on the average roster for a sitting day have been put in place to the end of the following financial years, compared to the positions that existed at the end of the previous financial year:	Written

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				<p>(a) 2013-14;            (b) 2014-15;            (c) 2015-16; and            (d) 2016-17 to date?</p> <p>Please detail the location of each additional position for each financial year.</p>	
64	DPS	Wong	Parliamentary security	For each sitting day of 2017 to date, how many shifts were designated as “open shifts” at the time the roster (Daily Staffing Sheet High Level Multi Summary) was published?	Written
65	DPS	Wong	Extended shifts	<p>At the 2016-17 Supplementary Budget Estimates, the Acting First Assistant Secretary, Building and Security Division, Mr Cooper, tabled a document indicating the number of staff working shifts greater than 14 hours but less than 16 hours for a twelve-month period, and instances where security officers worked more than one shift in a 24 hour period.</p> <ol style="list-style-type: none"> <li>1. Can this table be updated?</li> <li>2. Why is there a limit of 16 hours?</li> <li>3. Are there potentially guards working longer than 16 hour shifts?</li> </ol>	Written
66	DPS	Wong	Enterprise bargaining	<ol style="list-style-type: none"> <li>1. With reference to the ballot to approve the enterprise agreement that took place between 16 and 21 December 2016, did the timing of the voting period mean casual staff who are not employed in non-sitting periods were ineligible to vote?</li> <li>2. If so, how many staff were affected?</li> <li>3. Why were arrangements for them to vote not put in place?</li> </ol>	Written
67	DPS	Wong	Enterprise bargaining	<p>With reference to an email dated 13 February 2017 from the Secretary of the Department of Parliamentary Services, Mr Stefanic, noting that he advised all staff of the result on 22 December 2016 and further stating:</p> <p>‘I notified the result of the EA ballot and briefly outlined the next steps, which included conducting a survey to understand why the majority of our staff did not vote to accept the proposed agreement. I will consider the information gathered from the survey and determine if further consultation processes (such as focus groups) might be required to explore aspects of the feedback received.’</p> <p>The 13 February 2017 email went on to state:</p> <p>‘Development of the survey is currently in progress and I’ll email you again once it is available for access.’</p> <ol style="list-style-type: none"> <li>1. Is the Department of Parliamentary Services delaying the negotiations by stating they wish to do a survey and possible focus groups?</li> <li>2. Why are a survey and focus groups necessary when union and staff representatives have spent the last few years explaining to why the Department of Parliamentary Services proposal would</li> </ol>	Written

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				not get voted up?	
68	DPS	Wong	Enterprise bargaining	<ol style="list-style-type: none"> <li>1. What are considered to be the primary issues of contention that resulted in a vote of seventy-three percent against the proposed agreement?</li> <li>2. Can a revised timetable for negotiation be provided?</li> </ol>	Written
69	DPS	Wong	Enterprise bargaining for cleaners	Has the wages dispute that the cleaners had with their employer, Limro, been resolved, or have the cleaners still not had a wage increase since 2012?	Written
70	DPS	Wong	Enterprise bargaining for cleaners	<p>Noting the answer to question on notice number 16 from the 2016-17 Supplementary Budget Estimates, which states:</p> <p>Limro provides internal cleaning services at Australian Parliament House (APH) and the current contract with DPS will finish on 30 June 2018. DPS does not directly engage the cleaners and is not responsible for their pay and conditions. The contract with Limro does not specify rates of pay for cleaners. However, under the terms of the contract, Schedule 5 requires:</p> <p>The Contractor must ensure that every person, including subcontractors, employed in connection with the Cleaning Service is:</p> <ol style="list-style-type: none"> <li>a) paid wages at rates; and</li> <li>b) employed under conditions of employment, not less favourable than those established by the relevant award.</li> </ol> <p>Limro advises that the current hourly rates paid to Limro staff are above the ‘Cleaning Services Award 2010’. Based on that advice, Limro is meeting its contractual obligation to DPS.</p> <ol style="list-style-type: none"> <li>1. How long has Limro been the contracted cleaner at Parliament House?</li> </ol> <p>The answer to question on notice 33 from the 2015-16 Budget Estimates in May 2015 indicates the current contract between Limro and the “Joint House Department” is dated 2003.</p> <ol style="list-style-type: none"> <li>2. Is this correct?</li> </ol>	Written
71	DPS	Wong	Enterprise bargaining for cleaners	<ol style="list-style-type: none"> <li>1. Is it correct that the Department of Parliamentary Services agreed to variations in the contract with Limro in the past?</li> </ol> <p>For example, the answer to question on notice 32 from the 2015-16 Budget Estimates in May 2015 indicates a variation to the current contract in order to accommodate increased rates of pay.</p> <ol style="list-style-type: none"> <li>2. Why has the Department of Parliamentary Services not pursued a variation in the contract to resolve this protracted and unnecessary dispute?</li> </ol>	Written
72	DPS	Wong	Enterprise bargaining for cleaners	<ol style="list-style-type: none"> <li>1. Given the answer to question on notice indicates the contract with Limro is due to expire on 30 June 2018, when does the Department of Parliamentary Services expect to go to market for a new contract?</li> <li>2. Will it be a requirement of the new contract that the contractor must guarantee increases in the</li> </ol>	Written

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				rates of pay for the cleaners?	
73	DPS	Wong	Procedures for applying for Parliament House passes	<p>With reference to the Department of Parliamentary Services information circulars “Reminder: procedures for applying for APH passes” of 10 November 2016 and “Changes to sponsored pass applications and pass Office closure time over the holiday period” of 21 December 2016:</p> <ol style="list-style-type: none"> <li>1. Please outline the current workload of the Pass Office, such as the number of passes processed on average on a sitting and non-sitting day, and its capacity to cope with demand.</li> <li>2. If an individual makes an appointment for a photographic pass, how long can they expect it will be between the time of making the appointment and the appointment occurring?</li> <li>3. What percentage of the Pass Office’s time, on average each day, is spent dealing with photographic pass issuing and renewal, and other duties such as the processing of bulk pass issue requests?</li> </ol>	Written
74	DPS	Wong	Procedures for applying for Parliament House passes	<ol style="list-style-type: none"> <li>1. On what basis was the decision made to require sponsored passes only one senator or member to nominate an individual, rather than two?</li> <li>2. How have the new requirements been received by senators, members and applicants for sponsored passes?</li> <li>3. How has the Pass Office coped with processing requirements for paperwork, particularly police certificates?</li> <li>4. Does the Pass Office ever follow up a letter vouching for an individual’s need to be in the building?</li> </ol>	Written
75	DPS	Wong	Procedures for applying for Parliament House passes	<ol style="list-style-type: none"> <li>1. How many authorised officers have been delegated responsibility to approve access pass applications under the new childcare and political party secretariats/official guests and visitors sponsorship arrangements?</li> <li>2. What sort of individual falls within the “official guests and visitors” category?</li> <li>3. Has the Department of Parliamentary Services investigated implementing cost recovery arrangements for sponsored pass holders where the individual represents a company or professional organisation (as opposed to a charity or not-for-profit)?</li> </ol>	Written
76	DPS	Wong	Dips in power supply	<p>With reference to the Department of Parliamentary Services Information Circular “Possible dips in power supply to APH for the remainder of today” of 13 February 2017:</p> <ol style="list-style-type: none"> <li>1. What was the cause of the power dips?</li> <li>2. What areas of the building were affected?</li> <li>3. Did the areas affected include the chambers?</li> <li>4. To what extent was backup power generation required?</li> <li>5. Did this kick in immediately?</li> <li>6. If not, why not?</li> </ol>	Written



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				7. Does the Department of Parliamentary Services have the ability to control which areas of the building are prioritised for power in events such as this?	
77	DPS	Wong	ICT outage – 10 October 2016	In evidence at the Supplementary Budget Estimates in October, the Chief Information Officer, Ms Siettenranta, advised Senator McAllister at page 24 of the Hansard that an “in-depth” review would take place as a result of the ICT outage that occurred on 10 October 2016.  <ol style="list-style-type: none"> <li>1. Has this review occurred?</li> <li>2. Can you please confirm who conducted the review?</li> <li>3. Have the presiding officers been briefed on the review, as the Secretary of the Department of Parliamentary Services, Mr Stefanic, advised they would be?</li> <li>4. Has the review been made available to senators and members?</li> <li>5. Will it be?</li> <li>6. Has it been made public?</li> <li>7. Will it be?</li> </ol>	Written
78	DPS	Wong	ICT outage – 28 October 2016	<ol style="list-style-type: none"> <li>1. With reference to the answer provided to question on notice 18 from the 2016-17 Supplementary Budget Estimates, in particular part 5, has a cause of the disruption to Outlook services on Friday 28 October 2017 been determined?</li> <li>2. If so, what steps have been put in place to prevent future issues of this kind?</li> </ol>	Written
79	DPS	Wong	ICT outage – 23 November 2016	With reference to the Department of Parliamentary Services Information Circular “ICT Notification – Systems Maintenance” of 23 November 2016: What performance issues necessitated this maintenance?	Written
80	DPS	Wong	ICT Advisory Board	The 2015-16 Annual Report of the Department of Parliamentary Services notes at page 147 that the membership of the ICT Advisory Board is:  <p style="margin-left: 40px;">One representative each from the Government, Opposition, minor party/independent, Department of the Senate, Department of the House of Representatives, Parliamentary Budget Office and Parliamentary Service Commissioner. In addition, two non-member senior executive service (SES) officers from DPS attend meetings.</p> <p>Please advise the current members of the ICT Advisory Board.</p>	Written
81	DPS	Wong	2020 Christmas closure	With reference to the Department of Parliamentary Services Information Circular “ICT Information Circular – 2020 Operating Hours” of 22 December 2016:  <ol style="list-style-type: none"> <li>1. How does the 2016 closure compare with the practice over the previous five years?</li> <li>2. What options are available for the staff of senators and members in this period if they are on call to support their employer exercising their official functions?</li> </ol>	Written
82	DPS	Wong	Strategic	<ol style="list-style-type: none"> <li>1. With reference to the answer to 2016-17 Supplementary Budget Estimates question on notice 32,</li> </ol>	Written

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			accommodation review – general	<p>which senators and members were invited to attend consultation sessions?</p> <ol style="list-style-type: none"> <li>2. Are they the same as those listed in answer to question on notice 33?</li> <li>3. How were they selected?</li> <li>4. Given the draft report was not finalised until after the July 2016 election, was there any thought given to consulting with senators and members in the 45th Parliament?</li> <li>5. Can a copy of the first draft report be provided?</li> <li>6. Why does the answer to part three of question on notice 34 state “consultation continues” on developing options when very little consultation with senators and members has occurred, particularly given the consultation session scheduled for 16 March 2016 did not go ahead?</li> </ol>	
83	DPS	Wong	Modifications in the House of Representatives wing	<p>With reference to modifications in the House of Representatives wing to provide additional suites for members:</p> <ol style="list-style-type: none"> <li>1. Have any staff of the Department of Parliamentary Services been engaged to modify office or other space in the House of Representatives wing into suites suitable for occupation by members of the House of Representatives?</li> <li>2. If so, what was the nature of the work undertaken?</li> </ol>	Written
84	DPS	Wong	ANAO Performance Audit Report – Managing Contracts at Parliament House	<p>In answer to 2016-17 Supplementary Budget Estimates question on notice 19 about deficiencies that led the Australian National Audit Office to observe that “there is more to be done to ensure that staff follow that guidance”, the Department of Parliamentary Services stated:</p> <p style="padding-left: 40px;">As noted by the ANAO in Figure 2.2, DPS has implemented policies, procedures and guidance that is compliant with both legislation and the ANAO better practice – Developing and Managing Contracts. It was noted however, in Table 3.2, that DPS did not achieve 100% compliance with this guidance against the sample contracts tested.</p> <p>With respect to the non-compliance with the Australian National Audit Office guidance against the sample contracts tested, in what ways were the contracts non-compliant?</p>	Written
85	DPS	Wong	New parking arrangements	<p>With reference to the Department of Parliamentary Services Information Circular “West Block car park access” of 3 February 2017:</p> <ol style="list-style-type: none"> <li>1. Can you outline how the additional parking arrangements in the West Block car park have been working so far during the first three sitting weeks of operation?</li> <li>2. What has the take up been by pass holders?</li> <li>3. Has there been a noticeable improvement to parking conditions at Parliament House, particularly in the visitors’ car park?</li> <li>4. How will the Department of Parliamentary Services monitor the effect of the West Block arrangements on parking at Parliament House?</li> <li>5. Do parliamentary security officers patrol the West Block car park?</li> <li>6. Are any arrangements in place for passholders who wish to be escorted to their vehicle after</li> </ol>	Written

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				dark? 7. Is the Parliament paying a fee to the National Capital Authority or another body for exclusive use of this car park in sitting weeks?	
86	DPS	Wong	Asbestos testing	With reference to the precautionary asbestos testing that took place in late January, as advised in two Department of Parliamentary Services information circulars dated 25 January and 3 February 2017: 1. Was the testing initiated because of the known presence of asbestos in the areas concerned, or as a matter of routine prior to the commencement of building works? 2. Can you confirm the testing did not result in the detection of any asbestos fibres? 3. Are there any areas of the building where asbestos is known to be present?	Written
87	DPS	Wong	System fault in division bells	With reference to the Department of Parliamentary Services Information Circular “Emergency testing of division bells this morning” of 8 November 2016: What was the nature and cause of fault that necessitated rectification and testing of the division bells?	Written
88	DPS	Wong	Flag at Parliament House	At the 2016-17 Supplementary Budget Estimates, Senator Collins asked some questions about the Australian flag on top of Parliament House. The video on the APH website explains there are ten flags on rotation and that, as per the answer to question on notice 17, weather permitting, the flag is changed once a month on a Wednesday morning. 1. Are these details correct? 2. Is it correct that when a flag becomes too worn it is destroyed? 3. How many flags have been destroyed due to excessive wear for each of the last three financial years, including the current year to date?	Written
89	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians’ Mobile and Telecommunications and Data Services Expenditure reports: a) When did the Department of Parliamentary Services first become aware of the breach? b) How did the Department of Parliamentary Services first become aware of the breach? c) When were senators and members first informed of the breach?	Written
90	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians’ Mobile and Telecommunications and Data Services Expenditure reports: a) When was the President of the Senate first informed of the breach? b) When was the Speaker of the House of Representatives first informed of the breach?	Written
91	DPS	Farrell	Inadvertent disclosure of	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians’ Mobile and Telecommunications and Data Services	Written

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			mobile telephone numbers	Expenditure reports: What action did the Department of Parliamentary Services take in response to being advised of the breach?	
92	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports: a) When did the private contractor, TELCO Management, first become aware of the breach? b) How did the private contractor, TELCO Management, first become aware of the breach? c) What action did the private contractor, TELCO Management, take in response to being advised of the breach?	Written
93	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports: a) When was the private contractor, TELCO Management, awarded the contract to manage aspects of the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports? b) What is the duration of the contract? c) What is the value of the contract? d) What responsibilities does TELCO Management hold under the contract?	Written
94	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports: a) How many current members of the House of Representatives had their mobile telephone numbers inadvertently disclosed as a result of the breach? b) How many former members of the House of Representatives had their mobile telephone numbers inadvertently disclosed as a result of the breach? c) How many current senators had their mobile telephone numbers inadvertently disclosed as a result of the breach? d) How many former senators had their mobile telephone numbers inadvertently disclosed as a result of the breach?	Written
95	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports: a) How many current staff of members of the House of Representatives had their mobile telephone	Written

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				<p>numbers inadvertently disclosed as a result of the breach?</p> <p>b) How many former staff of members of the House of Representatives had their mobile telephone numbers inadvertently disclosed as a result of the breach?</p> <p>c) How many current staff of senators had their mobile telephone numbers inadvertently disclosed as a result of the breach?</p> <p>d) How many former staff of senators had their mobile telephone numbers inadvertently disclosed as a result of the breach?</p>	
96	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>a) What steps have been taken to contact former senators and members affected by the breach to advise them of the breach?</p> <p>b) What steps have been taken to contact former staff affected by the breach to advise them of the breach?</p>	Written
97	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>Can the Department of Parliamentary Services confirm the cause of the breach?</p>	Written
98	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>a) Who conducted the investigation into the cause of the breach?</p> <p>b) Will the findings of the investigation be made available?</p>	Written
99	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>What action has been taken to ensure there are no further breaches of this nature?</p>	Written
100	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>a) Prior to the breach occurring, what processes were in place within the Department of Parliamentary Services to ensure the security of data and privacy of senators, members and their staff was maintained?</p> <p>b) What changes will be made to these processes as a result of the breach?</p>	Written

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Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/Written						
101	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>a) Has the Department of Parliamentary Services discussed the breach with or sought the advice of the Privacy Commissioner in relation to the breach?</p> <p>b) If not, why not?</p>	Written						
102	DPS	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>a) Has the support offered to senators, members and staff, including support to change mobile telephone numbers, been extended to former senators and members and former staff?</p> <p>b) If not, why not?</p> <p>c) What support is able to be accessed by former senators and members and former staff, including but not limited to the support options outlined in the following table that was provided to senators and members on Thursday 23 March 2017:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 5px;">Option 2</td> <td style="padding: 5px;"> <p><i>Change your number to new number and disconnect old number</i></p> <p>This can be carried out remotely and does not require a visit to the service desk. The new number will activate on your existing phone. The old number will cease to operate</p> </td> </tr> <tr> <td style="padding: 5px;">Option 3</td> <td style="padding: 5px;"> <p><i>Change your Number on your Smart Phone and have your existing number ported to basic voice/sms DPS provided handset for a period of 6 months.</i></p> <p>This will allow you monitor your existing number and allow time to provide your new number to your existing contacts. <b>After 6 months the old number will be disconnected and the second handset returned to DPS</b></p> </td> </tr> <tr> <td style="padding: 5px;">Option 4</td> <td style="padding: 5px;"> <p><i>Change your Number on your Smart Phone and have your existing number transferred to your own name as a private service</i></p> <p>Your DPS provided handset will require a new SIM card. Your existing SIM will be retained by you and can be placed in any phone and the account and account payment for the old number would be transferred to you (this is the same model used when</p> </td> </tr> </table>	Option 2	<p><i>Change your number to new number and disconnect old number</i></p> <p>This can be carried out remotely and does not require a visit to the service desk. The new number will activate on your existing phone. The old number will cease to operate</p>	Option 3	<p><i>Change your Number on your Smart Phone and have your existing number ported to basic voice/sms DPS provided handset for a period of 6 months.</i></p> <p>This will allow you monitor your existing number and allow time to provide your new number to your existing contacts. <b>After 6 months the old number will be disconnected and the second handset returned to DPS</b></p>	Option 4	<p><i>Change your Number on your Smart Phone and have your existing number transferred to your own name as a private service</i></p> <p>Your DPS provided handset will require a new SIM card. Your existing SIM will be retained by you and can be placed in any phone and the account and account payment for the old number would be transferred to you (this is the same model used when</p>	Written
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Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/Written
				parliamentarians leave office)	
103	President of the Senate	Farrell	Staffing for the President of the Senate	<p>With reference to questions and evidence at the 2016-17 Supplementary Budget Estimates, at which Senator Wong asked about the appointment of the former member of the House of Representatives, Mr Eric Hutchinson, to an adviser level position in the President's office:</p> <ul style="list-style-type: none"> <li>• On how many occasions Mr Hutchinson has travelled to Canberra since his appointment in September 2016?</li> <li>• Please provide a breakdown of the events Mr Hutchinson has attended as the President's representative, including the location of the events.</li> <li>• Please provide a breakdown of the events the President has attended in Tasmania in his capacity as President of the Senate, as distinct from his role as a senator for Tasmania, since 1 July 2016.</li> <li>• Please provide a breakdown of the events the President has attended in other states and territories and overseas as President of the Senate, since 1 July 2016.</li> </ul>	Written
104	President of the Senate	Wong	Deployment of Security Personnel	<p>With reference to the President's answer at page 10 of the proof <i>Hansard</i>: <i>Those gaps might be in the entirety of the rosters, so I think critical points would always be covered to ensure that Parliament House is secure. Can I tell you that, as far as the presiding officers are concerned, security is a very important for issue for us and has been many years. None of what you have suggested and what you indicate has been raised with the presiding officers. I can certainly support the Usher of the Black Rod and say that it has not come through the Security Management Board or indeed through the security task force.</i></p> <p>Will the President now familiarise himself with the content of 2016-17 Supplementary Budget Estimates question on notice 13, in which the Department of Parliamentary Services stated: <i>It is, however, reasonable to state that Security Branch has experienced daily instances where operational demand has exceeded available resourcing. While a shortfall in staffing capacity is undesirable, security posts are staffed according to risk to ensure the safety and security of Parliament House and its occupants.</i></p> <p>Is the President concerned to learn that there are "daily instances where operational demand has exceeded available resourcing"?</p> <p>Is the President also concerned it is a regular occurrence for rosters for security personnel to include a number of lines rostered as "open shift", which is understood to mean that at the time the roster was published there were no staff to fill the positions, even after calling staff who would be on rostered days off on the days of the roster?</p> <p>Will the President raise these matters with the Security Management Board and the security task force?</p>	Written
105	President of the Senate	Wong	Correspondence between the President and the former prime minister	<p>With reference to the President's answer at page 10 of the proof <i>Hansard</i>: <i>I will review that Hansard, and if I need to come back to you I will.</i></p> <p>Has the President now reviewed the <i>Hansard</i> from the 2015-16 Additional Estimates, Monday 8 February 2016 at page 95?</p> <p>Will the letter from former prime minister Mr Abbott about an extension to the Ministerial Wing now</p>	Written

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Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/Written
				be provided?	
106	President of the Senate	Wong	Correspondence between the President and the former prime minister	<p>Noting the President's response to 2016-17 Supplementary Budget Estimates question on notice 46 that:</p> <p style="text-align: center;"><i>The provision of this correspondence would not be appropriate due to the longstanding convention that correspondence to a Presiding Officer is not given to committees of the other chamber. In accordance with this convention, correspondence to a Speaker would not be given to Senate committees; similarly, correspondence to a President would not be given to House committees. The correspondence in question was addressed to both Presiding Officers.</i></p> <p>Using this logic, it would also not be possible for a House of Representatives committee to request the letter as it was also addressed to the President.</p> <p>When a letter is addressed to both presiding officers, why is it not the case that each chamber can request a copy from its respective presiding officer?</p> <p>If neither chamber can receive the letter, is this not just a means of avoiding scrutiny?</p>	Written
107	President of the Senate	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>(a) When did the President of the Senate first become aware of the breach.</p> <p>(b) How did the President of the Senate first become aware of the breach.</p> <p>(c) What action did the President of the Senate take in response to being advised of the breach.</p>	Written
108	President of the Senate	Farrell	Inadvertent disclosure of mobile telephone numbers	<p>With reference to the inadvertent disclosure of mobile telephone numbers of many parliamentarians and their staff published in the Parliamentarians' Mobile and Telecommunications and Data Services Expenditure reports:</p> <p>(a) Has the President of the Senate referred the breach to the Parliamentary Service Commissioner for investigation and report.</p> <p>(b) If so, what is the timeframe for the conduct of the investigation and presentation of the report.</p> <p>(c) If not, why not.</p>	Written
109	President of the Senate	Wong	Media conference outside Parliament House childcare centre	<p><b>Senator WONG:</b> Okay. What was the time frame between the request and you giving that answer?</p> <p><b>The President:</b> I will have to take advice on that.</p> <p><b>Senator WONG:</b> It was on the same day?</p> <p><b>The President:</b> Absolutely.</p> <p><b>Senator WONG:</b> Did you respond in writing or only verbally?</p> <p><b>The President:</b> Verbally to my chief of staff and—</p> <p><b>Senator WONG:</b> Can I have a copy of that correspondence, that note?</p> <p><b>The President:</b> It is an email from my chief of staff to the Speaker's chief of staff. I am happy to provide it to you, Senator Wong, whether or not we provide it publicly. I will certainly give it to you, whether or not it is for public release.</p> <p><b>Senator WONG:</b> That is helpful—so then I cannot do anything with it, can I, if it is only to me?</p> <p><b>The President:</b> Again, it may be something that I can provide to the committee.</p> <p><b>Senator WONG:</b> Okay. If you can take that on notice and consider it.</p>	Hansard 27/2/2017 p. 32



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110	Parliamentary Service Commissioner	Wong	General functions	With reference to the answer given to 2016-17 Supplementary Budget Estimates question on notice number 39: How many meetings with parliamentary heads of department has the Parliamentary Services Commissioner attended since his appointment in December 2014? How many meetings of the ICT Advisory Board has the Parliamentary Services Commissioner attended?	Written
111	Parliamentary Service Commissioner	Wong	Reports provided	Can the advices listed in the table in the answer to question on notice number 40 be provided, with sensitive personal information redacted? Can the reports listed in the answer to questions on notice numbers 41 and 42 be provided? Does the Parliamentary Service Commissioner anticipate any formal reporting or advice requirements for the remainder of the financial year?	Written