

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Additional Estimates 2016 - 2017

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 1: Prime Minister and Cabinet
Topic: Cabinet Minutes

Senator: Wong, Penny

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Question:

Senator WONG: Two specific delegations: firstly, in substance, who is authorising minister's to bring items forward? Is that by letter from Mr Atkinson, by letter from Mr Ryan or only by letter from the Prime Minister? Secondly, who is authorising cabinet minutes.

Ms Cass: Both the assistant minister for cabinet and the cabinet secretary are reviewing cabinet minutes.

Senator WONG: Do some go to one and some to the other or do both of them look at all of them? Is there a portfolio split or do each have a look at each of the draft minutes.

Ms Cass: In order to be accurate, it is best if I take that on notice and we come back to you.

Answer:

Consistent with the Cabinet Handbook, the Cabinet Secretary provides authority for ministers to bring items forward for consideration by the Cabinet or a Cabinet committee.

All Cabinet and Cabinet committee minutes are authorised by the Cabinet Secretary, with the exception of the Service Delivery and Co-ordination Committee minutes, which are authorised by the Minister Assisting the Prime Minister for Cabinet.