

**Senate Finance and Public Administration Legislation Committee  
—Budget Estimates Hearing—May 2015**

**Answers to Questions on Notice**

**Parliamentary departments, Department of Parliamentary Services**

Topic: **Functions in the Speaker's suite**

Question: **39**

Hansard Reference **p 83; 25 May 2015**

**Date set by the committee for the return of answer: 10 July 2015**

**Senator WONG:** I want to know about the Speaker, and I want to know what DPS has been asked to assist with in relation to functions in the Speaker's office this financial year.

**Ms Greening:** I will have to take that on notice, but we do have that information. We can provide it.

...

**Senator WONG:** On notice, can I have how many requests were received this financial year for assistance or however else you describe it, or financial support—that is not the right phrase, but you know what I mean—meeting the costs this financial year and last financial year. Thank you. And also how many were determined to be in either of the categories that you described. Do you have expenditure to date?

**Ms Greening:** With respect to what we have spent in providing support?

**Senator WONG:** Correct.

**Ms Greening:** I do not have that on me, but we will have that.

**Answer**

For the period 1 July 2014 to 31 May 2015, DPS received 17 requests to provide equipment for functions being held in the Speaker's Suite and courtyard. The requests were made by the International Parliamentary Relations Office. During 2013–14, DPS received 12 requests.

When a request for function furniture is received, DPS actions the request as per *Operating Policies and Procedures No 24 – Use of the Parliament House facilities for functions and events*.

DPS registers the request in an operational outlook calendar for actioning and saves any email requests into the electronic record management system.

These requests to provide equipment involve the delivery of, for example, a mobile bar, cocktail rounds, trestle tables and chairs and other minor furniture movement. On average, each request is supported by DPS at an approximate cost of \$488 per request, which covers delivery and pick-up of the furniture.