

**Senate Finance and Public Administration Legislation Committee
—Supplementary Budget Estimates Hearing—November 2013**

Answers to Questions on Notice

Parliamentary Departments: Department of Parliamentary Services

Topic: **MOU with Finance**

Question No: **175**

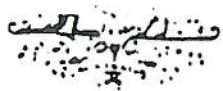
Written: **Senator Wong**

Date set by the committee for the return of answer: 17 January 2014

Can a copy of the Memorandum of Understanding with the Department of Finance relating to the provision of services in the ministerial wing be provided?

Answer

The current Memorandum of Understanding between the Department of Finance and DPS for the provision of services to the Ministerial Wing is outdated and not reflective of the full suite of services provided. A copy of the current Memorandum of Understanding is attached.



PARLIAMENT OF AUSTRALIA

Speaker of the House of Representatives

President of the Senate

An Agreement made between the Presiding Officers of the Commonwealth Parliament and the Minister responsible for the Ministerial Wing regarding certain aspects of the management of the Ministerial Wing of the new Parliament House

Under sub-section 6(1) of the Parliamentary Precincts Act 1988 the parliamentary precincts as defined by that Act are under the control and management of the Presiding Officers.

Under sub-section 6(3) of the Act the Presiding Officers and the Minister may agree to conditions for the control and management of the Ministerial Wing of the Parliament House. The agreement is set out below.

In addition to this agreement, provision is made at paragraph 3.2 for more detailed arrangements to be agreed between the Presiding Officers and the Minister or between appropriate officers with respect to the management, provision of services and building operations in the Ministerial Wing.

It is agreed as follows:

1. This Agreement applies exclusively to that area of Parliament House known as the Ministerial Wing. The area is defined in the Schedule to this Agreement.
2. Security
 - 2.1 The security arrangements and policies to apply within the Ministerial Wing shall be consistent with those determined by the Presiding Officers to apply to Parliament House and the parliamentary precincts as a whole.
 - 2.2 By agreement with the Presiding Officers, any policy relating to additional security requirements for the Ministerial Wing may be determined by the Minister and shall be implemented by the Australian Protective Service.
 - 2.3 In accordance with an Arrangement entered into under section 9 of the Parliamentary Precincts Act 1988 between the Presiding Officers and the Minister administering the Australian Protective Service Act 1987, personnel of the

Australian Protective Service shall be deployed on security duties within the Ministerial Wing. These duties shall be agreed by the Presiding Officers and the Minister.

2.4 The rules of access and control of entry to the Ministerial Wing shall be the same as those in force for other areas of Parliament House.

2.5 The rules of access and control of the Ministerial Wing underground carpark shall be determined by the Minister.

2.6 The response to, and management of, emergencies within the Ministerial Wing, such as fire, threats of explosive devices, toxic fumes etc. shall be in accordance with arrangements and procedures determined by the Presiding Officers.

3. Other Services

3.1 The Presiding Officers agree to provide the following services to the Ministerial Wing.

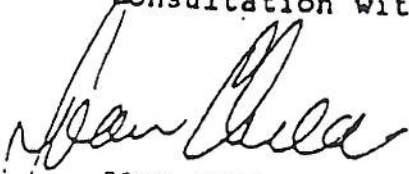
- . Capital (New) Works
- . Building Operations and Maintenance Services
- . Catering Services
- . Housekeeping Services (including cleaning, goods distribution, pot plants, amenities and recreational services)
- . Artworks and Curatorial Services
- . Information Systems Services including sound and vision and telecommunication services
- . Use of Parliamentary Committee Rooms
- . Mail delivery and Clerical Assistance services
- . Certain services provided by the Department of the Parliamentary Reporting Staff
- . Certain services provided by the Department of the Parliamentary Library
- . such other services as may be agreed to from time to time.

3.2 The detailed arrangements for the provision of these services will be set out in separate documentation exchanged between the relevant Departments at appropriate officer level.

3.3 Where applicable, charges will be levied for the provision of these services. The costs shall be met by the Department of Administrative Services or other relevant Portfolio Department, whichever is the recipient of the service and shall be payable to the Parliamentary Department which provided the service.

3.4 Resolution of any disagreement of interpretation of any documentation exchanged pursuant to paragraph 3.2 above shall be by the process for resolution of disagreement for this Agreement, set out at paragraph 5 below.

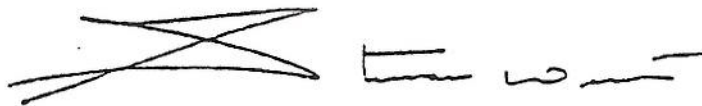
4. This Agreement may be varied from time to time by further agreement.
5. Any disagreement in relation to interpretation of this Agreement shall be resolved by the Presiding Officers in consultation with the Minister.



JOAN CHILD
Speaker of the House
of Representatives



KERRY SIBRAA
President of the Senate



STEWART WEST
Minister for Administrative Services

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