

Senate Finance and Public Administration Legislation Committee
Supplementary Estimates - November 2013
ANSWER TO QUESTIONS ON NOTICE

Prime Minister and Cabinet portfolio

Department/Agency: Office of the Official Secretary to the Governor-General

Program 1: Support for the Governor-General and Official Activities

Outcome 1: The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

Topic: Public Service efficiencies

Senator: Ludwig

Question reference number: QoN 176

Type of Question: Written

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

Number of Pages: 2

1. Has there been a reduction in business flights? What are the estimated savings for each year over the forward estimates?
2. Has there been a reduction in the use of external consultants and contractors? Has this impacted on the Department/agency, and how? What are the estimated savings for each year over the forward estimates?
3. Provide an update of moving recruitment advertising online. Is any recruitment still in printed materials, and if yes, why? What are the estimated savings for each year over the forward estimates?
4. Has the department/agency reduced its printing costs? If no, why not? Have printing costs increased, and if yes why and how much?
5. Has the five per cent savings target been achieved – if yes, how, or if it will not, why not? What are the estimated savings for each year over the forward estimates?

Answer:

1. No
2. Consultants and contractors are engaged on an as needs basis for urgent and essential work that cannot be undertaken by existing staff.

3. All recruitment advertising is online.
4. The Office has minimal printing expenditure, primarily related to the Annual Report.
5. The Office has reduced operational expenditure by more than 5% (including staffing and supplier expenses) over the past four years as part of a package of efficiency measures.