

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

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **DPS Structural Review (Baxter review)**

Question: **68**

Written **Senator Bernardi**

Date set by the committee for the return of answer: 4 December 2015

1. On what date were the Director of Security Operations and the Assistant Secretary of Security made aware of the DPS structural review (Baxter review)?
2. Were Parliamentary Security Service (PSS) staff informed of this review?
 - a. If so, how were they informed and on what date did this occur? Did this reach all PSS staff? Please provide copies of any emails/notifications/other material as evidence of this correspondence.
3. Were PSS staff given an opportunity to speak to Mr Baxter in relation to the review?
 - a. If so, how were PSS staff contacted about this opportunity and on what date did this occur? Did this reach all PSS staff? Please provide copies of any emails/notifications/other material as evidence of this correspondence.
4. On how many occasions have PSS staff been informed about the progress of the DPS Structural Review? Please provide dates and copies of any emails/notifications/other material as evidence of this correspondence.

Answer

1. The Assistant Secretary was informed at the same time as other members of the SES, and the Director at the same time as the rest of the Department, which was 27 August 2015.
2. Yes, they were advised by the Joint Presiding Officers' Statement, which was emailed to all DPS staff on 27 August 2015.
3. Yes. The Branch was informed that some Departmental staff had directly approached the Review team to be involved. On 16 September 2015, the Branch was advised that they could forward names of any personnel who were interested in speaking to the Review team through to the Division, or people could directly put their name to the Division contact that week. For timeliness (particularly around rostering arrangements and so forth) this advice was provided via the chain of command to PSS Team Leaders verbally by senior management at a meeting. The team leaders were requested to inform their teams and assist with collating names if required. DPS acknowledges that in hindsight other avenues could have been used as well and this will occur for future correspondence with staff.
4. Management of the Baxter Review is a matter for the Parliamentary Service Commissioner. Any announcements regarding its progress would be a matter for the Presiding Officers.