

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38 (1 – 6)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

- (1) What is the current establishment number of staff supporting Ministerial offices?
- (2) To which Minister or Parliamentary Secretary are they assigned?
- (3) What is the level of appointment of all such staff?
- (4) Can you provide a list showing levels of appointment?
- (5) How does the profile of staff appointments (that is number, level of appointment, total cost) compare with a similar profile from February 2004?
- (6) Can you provide a comparative table showing this information?

Answer:

The answers are contained in the attached table. The total cost of a staffing establishment is comprised of a number of salary and on-costs that are not capable of being quantified without reference to the characteristics of each person employed within that establishment. The practice by successive governments has been to not authorise the expenditure of time and money involved in assembling such information on a general basis.

Comparison - Personal Staff of Ministers and Parliamentary Secretaries
1 February 2004 - 1 February 2005

PORTFOLIO as at February 2005	Name	Principal Adviser		Senior Adviser	Senior Adviser (Chief of Staff) (Cabinet)	Senior Adviser 2 (PM / Deputy PM / Treasurer)	Senior Adviser 1 (Cabinet)	Senior Adviser (Chief of Staff) / Senior Adviser (non-Cabinet)	Media Adviser	Media Adviser (Deputy PM / Treasurer)	Media Adviser (Cabinet)	Media Adviser	Adviser		Assistant Adviser		Personal Secretary		EAOM		Secretary / Admin Assist		Consultant		TOTAL	
		Feb-04	Feb-05	Feb-04	Feb-05	Feb-05	Feb-05	Feb-05	Feb-04	Feb-05	Feb-05	Feb-05	Feb-05	Feb-04	Feb-05	Feb-04	Feb-05	Feb-04	Feb-05	Feb-04	Feb-05	Feb-04	Feb-05	Feb-04	Feb-05	Feb-04
PM *	Howard *	2	2	10	-	3	7	-	1	-	1	-	5	5	8	8	2	2	5	6	5	5	0.1	0.1	39.2	40.2
Cabinet Policy Unit *	Howard *	1	1	2	-	-	2	-	-	-	2	-	-	-	1	1	1	-	-	1	1	-	-	5	7	
Transport & Regional Services *	Anderson *	1	1	3	-	1	2	-	1	1	-	-	4	4	5	5	-	-	4	4	1	1	-	-	19	19
Treasurer *	Costello *	1	1	3	-	-	3	-	1	1	-	-	2	3	2	2	-	-	14	2	2	2	-	-	124	14
Trade *	Vaie *	-	-	1	1	-	1	-	1	-	-	-	3	2	2	2	1	-	1	1	-	-	-	-	9	9
Defence *	Hill *	-	-	2	1	-	1	-	1	-	-	-	5	5	3	3	-	-	1	1	1	1	-	-	13	13
Foreign Affairs *	Downer *	-	-	2	1	-	1	-	1	-	-	-	4	4	2	2	1	-	1	1	-	-	-	-	11	11
Health & Ageing *	Abbott *	-	-	3	1	-	2	-	1	-	-	-	5	5	2	2	-	-	1	1	1	1	-	-	13	13
Attorney-General *	Ruddock *	-	-	1	1	-	1	-	2	-	-	-	4	4	2	2	-	-	2	2	1	1	-	-	12	13
Finance & Admin *	Minchin *	-	-	2	1	-	1	-	2	-	-	-	3	4	2	2	1	1	1	1	1	1	-	-	12	13
Agriculture, Fisheries & Forestry *	Truss *	-	-	1	1	-	1	-	1	-	-	-	4	3	2	2	-	-	1	1	1	1	-	-	10	10
Imm & Multicultural & Indig Affairs *	Vanstone *	-	-	3	1	-	2	-	1	-	-	-	4	4	2	2	-	-	1	2	1	1	-	-	11	11
Educ, Science & Training *	Nelson *	-	-	2	1	-	2	-	1	-	-	-	4	3	2	2	-	-	1	1	1	1	-	-	14	12
Family & Community Services *	Patterson *	-	-	3	1	-	2	-	2	-	-	-	4	4	2	2	-	-	2	1	1	1	-	-	14	12
Industry, Tourism & Resources	Macfarlane *	-	-	2	1	-	1	-	2	-	-	-	4	3	3	4	1	1	1	1	1	1	-	-	14	13
Employment & Workplace Relations *	Andrews *	-	-	2.8	1	-	2.8	-	1	-	-	1	3	5	2	1	-	-	1	2	1	1	-	-	10.8	14.8
Communications, Info Tech & Arts	Williams / Coonan	-	-	2	1	-	1	-	2	-	-	-	4	4	2	2	-	-	2	1	1	1	-	-	13	11
Environment & Heritage	Kemp / Campbell	-	-	1	1	-	1	-	2	-	-	-	5	5	2	1	-	-	1	2	1	1	-	-	12	13
Justice & Customs *	Ellison *	-	-	1	-	-	-	-	1	-	-	-	4	5	-	1	-	-	1	1	1	1	-	-	8	10
Fisheries, Forestry & Conservation *	Macdonald *	-	-	1	-	-	-	-	1	-	-	-	1	2	1	-	-	-	1	1	1	1	-	-	6	6
Arts & Sport *	Kemp *	-	-	1	-	-	1	-	1	-	-	-	1	1	1	1	-	-	1	1	1	1	-	-	6	6
Human Services ~	Hockey ~	-	-	-	-	-	-	-	-	-	-	-	-	3	-	1	-	-	-	1	-	2	-	-	0	10
Citizenship & Multicultural Affairs	Hardgrave / McCauren	-	-	1	-	-	-	-	1	-	-	-	2	2	2	1	-	-	1	1	1	1	-	-	8	7
Revenue & Assistant Treasurer	Coonan / Brough	-	-	2	-	-	-	-	2	-	-	-	2	3	1	-	-	-	1	1	1	1	-	-	9	8
SMOS *	Abetz *	-	-	2.4	-	-	-	-	2	-	-	-	1	1	3	3	-	-	1	1	1.6	1.6	-	-	11	10.6
Vocational & Technical Training ~	Hardgrave ~	-	-	-	-	-	-	-	-	-	-	-	-	2	-	1	-	-	-	1	1	-	-	-	0	8
Ageing *	Bishop *	-	-	1	-	-	-	-	1	-	-	-	3	4	-	-	-	-	1	1	1	1	-	-	7	8
Small Business & Tourism	Hockey / Bailey	-	-	1	-	-	-	-	1	-	-	-	2	3	1	1	-	-	1	1	1	1	-	-	7	8
Local Govt, Territories & Roads	Campbell / Lloyd	-	-	1	-	-	-	-	1	-	-	-	5	3	-	-	-	-	1	1	1	1	-	-	9	7
Veteran's Affairs	Vaie / Kelly	-	-	1	-	-	-	-	1	-	-	-	1	2	1	1	-	-	1	1	1	1	-	-	6	7
Workforce Participation ~	Dutton ~	-	-	-	-	-	-	-	-	-	-	-	3	-	1	-	-	-	1	1	1	1	-	-	0	8
Science #	McCauren #	-	-	1	-	-	-	-	1	-	-	-	1	-	1	-	-	-	1	1	1	1	-	-	6	0
Children & Youth Affairs #	Anthony #	-	-	1	-	-	-	-	1	-	-	-	4	-	-	-	-	-	1	1	1	1	-	-	8	0
Employment Services #	Brough #	-	-	1	-	-	-	-	1	-	-	-	2	-	2	-	-	-	1	1	1	1	-	-	8	0

* Same Portfolio ~ New Portfolio # Portfolio Abolished

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 – Additional written questions February 2005

Question: F38(7)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

How many staff receive remuneration or other entitlements in excess of those prescribed by the current Certified Agreement?

Answer:

No one covered by the terms of the Certified Agreement (CA) is receiving remuneration in excess of the terms and conditions of the CA.

There are staff covered by the terms of the Certified Agreement who receive additional entitlements. 146 electorate staff positions and 379.7 personal staff positions are entitled to receive a benefit not prescribed in *the Members of Parliament Staff (Commonwealth) Certified Agreement 2003-2006*. A Determination made by the Special Minister of State, enables certain office holders (Ministers, Parliamentary Secretaries, the Leader and Deputy Leader of the Opposition in the House of Representatives and the Senate and the Leader and Deputy Leader of the Australian Democrats) to vary the terms and conditions of employment of their electorate and personal staff as set out in clause 26.7 of the *Members of Parliament Staff (Commonwealth) Certified Agreement 2003-2006* (the CA). Under the Determination the office holders can appoint and advance any member of their staff to a higher salary within the relevant salary band specified in the CA.

A Determination made by the Special Minister of State under the MOP(S) Act allows staff of the Prime Minister who are below the level of senior adviser to travel in a COMCAR, in circumstances where the travel is to or from the RAAF base Fairbairn, associated with embarkation or return travel with or on behalf of the Prime Minister. There are 31.1 staff positions employed by the Prime Minister eligible for this benefit.

A Determination made by the Special Minister of State under the MOP(S) Act provides for personal staff employed by Senators and Members who are subject to a section 12 Determination to be paid additional severance benefits where their employment is terminated under section 16(3) of the MOP(S) Act as a result of the Senator or Member being dismissed or resigning. There are 92 staff covered by the Certified Agreement eligible for this benefit. They are the staff of the following:

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Government Whip, Convener of the Government Member's Secretariat, Presiding Officers, Deputy President, Deputy Speaker, Whip of a recognized non government party in the Senate or House of Representatives, Shadow Minister, Australian Democrat, Independent Senator or Member not affiliated with a major party.

64 non-government staff are provided with mobile phones for work related purposes. In using the phones for work related purposes these staff are entitled to make up to \$50 worth of personal telephone calls each month.

There are 121.8 MOP(S) Act staff whose terms and conditions are covered by Australian Workplace Agreements.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(8-9)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

Which staff are they?

What positions do they occupy? and

Which Ministers or Parliamentary Secretaries do they work for?

Answer:

See answer to Question on notice F38(7).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(10)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

In cases where ministerial staff receive a package exceeding that prescribed by the Certified Agreement, how many receive additional remuneration?

Answer:

Staff of Ministers employed in positions up to and including Adviser are covered under the terms of the *Members of Parliament (Staff) Certified Agreement (CA)* and are paid remuneration according to the terms of that Agreement.

Staff of Ministers and Office Holders employed above the level of Adviser are employed under the terms of an Australian Workplace Agreement (AWA) and are not covered by the terms of the CA.

The Prime Minister has legislated authority under the *Members of Parliament (Staff) Act 1984* to determine the arrangements for engaging staff. Terms and conditions of employment are established in accordance with that authority and under the Agreement making provisions of the *Workplace Relations Act 1996*.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(11)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

Up to what level are Ministerial staff paid. In other words, how much do the five highest paid Ministerial staff receive?

Answer:

It is not desirable to disclose the salaries of individuals and, with a small number of staff employed in the most senior ministerial staff classifications, it would not be possible to provide the information without identifying the private salaries of certain individual senior staff.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(12 - 14)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

- (a) How many staff receive additional conditions or benefits?
- (b) What are these?
- (c) What is their estimated value?

Answer:

- (a), (b) and (c) See answer to Question on Notice F38 (7).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(15)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

How many staff in the Prime Minister's own office receive remuneration or conditions in excess of the Certified Agreement?

Answer:

There are no staff in the Prime Minister's office covered by the Certified Agreement (CA) who receive remuneration in excess of the CA.

There are staff in the Prime Minister's office who receive conditions in excess of the CA as outlined in answer to F38(7). A Determination made by the Special Minister of State enables certain office holders (Ministers, Parliamentary Secretaries, the Leader and Deputy Leader of the Opposition in the House of Representatives and the Senate and the Leader and Deputy Leader of the Australian Democrats) to appoint and advance their staff to a higher salary within the relevant salary band specified in the CA. The Prime Minister's three electorate staff positions are eligible to be appointed and moved to any salary point in the relevant band. The Prime Minister's 27.1 personal staff positions are eligible to be moved to any point in the relevant band.

A Determination made by the Special Minister of State under the MOP(S) Act allows staff of the Prime Minister who are below the level of senior adviser to travel in a COMCAR, in circumstances where the travel is to or from the RAAF base Fairbairn, associated with embarkation or return travel with or on behalf of the Prime Minister. There are 31.1 staff employed by the Prime Minister eligible for this benefit.

13 staff positions of the Prime Minister employed above the level of Adviser are employed under the terms of an Australian Workplace Agreement (AWA) and are not covered by the terms of the CA.

The Prime Minister has legislated authority under the *Members of Parliament (Staff) Act 1984* to determine the arrangements for engaging staff. Terms and conditions of employment are established in accordance with that authority and under the Agreement making provisions of the *Workplace Relations Act 1996*.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(16)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the total value of additional remuneration paid to staff in the Prime Minister's office?

Answer:

See answer to Question on Notice F38(10)

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(17)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the value of the total package negotiated with the Prime Minister's Chief of Staff?

Answer:

Similar to established practice in the Australian Public Service, it is not the practice to disclose the remuneration of employees under the *Members of Parliament (Staff) Act 1984* whose terms and conditions are covered by Australian Workplace Agreements, but to disclose the ranges applicable to classification levels.

The salary band for Principal Advisers is \$125,000 to \$181,200 per annum. This amount does not include employer provided superannuation payments, Ministerial Staff Allowance of \$14,800 per annum and a private plated vehicle or cash in lieu of a private plated vehicle of \$18,540 per annum.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(18)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What about the Principal Private Secretary?

Answer:

Similar to established practice in the Australian Public Service, it is not the practice to disclose the remuneration of employees under the *Members of Parliament (Staff) Act 1984* whose terms and conditions are covered by Australian Workplace Agreements, but to disclose the ranges applicable to classification levels.

The salary band for Principal Advisers is \$125,000 to \$181,200 per annum. This amount does not include employer provided superannuation payments, Ministerial Staff Allowance of \$14,800 per annum and a private plated vehicle or cash in lieu of a private plated vehicle of \$18,540 per annum.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 – Additional written questions February 2005

Question: F38(19)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

And the Press Secretary?

Answer:

There is no classification of press secretary to the Prime Minister. The person responsible for media liaison in the Prime Minister's office is classified as a Senior Adviser 2.

Similar to established practice in the Australian Public Service, it is not the practice to disclose the remuneration of employees under the *Members of Parliament (Staff) Act 1984* whose terms and conditions are covered by Australian Workplace Agreements, but to disclose the ranges applicable to classification levels.

The salary band for Senior Advisers 2 is \$111,000 to \$132,200 per annum. This amount does not include employer provided superannuation payments, Ministerial Staff Allowance of \$14,800 per annum and a private plated vehicle or cash in lieu of a private plated vehicle of \$18,540 per annum.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(20)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What are the other positions in the Prime Minister's office that are remunerated above the levels prescribed by the Certified Agreement?

Answer:

Nil for those covered by the Certified Agreement. There are 13 staff positions of the Prime Minister employed above the level of Adviser who are employed under the terms of an Australian Workplace Agreement.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(21)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the total cost of the additional remuneration and other conditions and benefits provided to staff in the Prime Minister's Office?

Answer:

See the answer to Question F38(15).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 – Additional written questions February 2005

Question: F38(22)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

How many staff are currently seconded to Ministers or Parliamentary Secretaries?

Answer:

The Department of Finance and Administration is responsible for, and holds staffing records relating only to, staff employed under the *Members of Parliament (Staff) Act 1984*. The Department is unaware of any staff employed under secondment arrangements to Ministers or Parliamentary Secretaries.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(23)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the average length of secondment?

Answer:

See the answer to Question F38(22).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(24)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

What are the five longest secondment arrangements currently in place?

Answer:

See the answer to Question F38(22).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 – Additional written questions February 2005

Question: F38(25)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

Are there any such staff on secondment from the private sector?

Answer:

See the answer to Question F38(22).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(26)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

If so, do they receive their private sector package, or is remuneration determined by some other method?

Answer:

See the answer to Question F38(22).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates 2004-05 –Additional written questions February 2005

Question: F38(27)

Outcome: 3.1

Topic: MOPS staff

Written Question on Notice: 21 February 2005

Senator Carr asked:

Please provide a table showing the number of such staff, the office to which they are seconded, the Department (or company) from which they are seconded and the financial arrangements covering their secondment?

Answer:

See the answer to Question F38(22).

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates Hearings 14-18 February 2005

Question: F38(28)

Outcome: 3, Output: 3.1

Topic: Ministerial Offices

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the total cost of maintenance for ministerial offices, both in Canberra and in other cities during the current financial year?

Answer:

Maintenance of ministerial offices outside Canberra totalled \$15,776.45 and repairs totalled \$37,961.63. This covers basic work of an ad-hoc nature to keep an office in good working order. It does not include refurbishments or outgoings such as rent.

Maintenance costs for the Ministerial Wing at Parliament House paid by the Department of Finance and Administration totalled \$14,901.03. The majority of maintenance work in the Ministerial Wing at Parliament House is undertaken by the Department of Parliamentary Services.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates Hearings 14-18 February 2005

Question: F38(29-30)

Outcome: 3, Output: 3.1

Topic: Ministerial Offices

Written Question on Notice: 21 February 2005

Senator Carr asked:

What is the budgeted annual cost for this work for 2004/2005?

How does this compare with the previous two financial years?

Answer:

The budget for maintenance in the Ministerial Wing at Parliament House for which Ministerial and Parliamentary Services has responsibility, is \$20,200 for the 2004-2005 financial year. The Ministerial Wing maintenance budget for both the 2003-2004 and the 2002-2003 financial years was also \$20,200. Ministerial and Parliamentary Services uses this budget to maintain the furniture that it provides in the Ministerial Wing. It is also used to pay for security escorts to facilitate after hours access to Ministerial suites. The Department of Parliamentary Services undertakes the majority of maintenance work in the Ministerial Wing at Parliament House and meets the cost of work that it arranges.

The maintenance of ministerial offices outside Parliament House is met from a broader budget covering all 246 Senators and Members' offices outside Parliament House. \$745,928 was budgeted for all Senators and Members' offices in the 2004-2005 financial year, \$720,923 in the 2003-2004 financial year and \$798,690 in the 2002-2003 financial year. There is no amount that is specifically allocated within that budget for Ministers' offices outside of Parliament House.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates Hearings 14-18 February 2005

Question: F38(31)

Outcome: 3, Output: 3.1

Topic: Ministerial Offices

Written Question on Notice: 21 February 2005

Senator Carr asked:

Are all projects on budget and on time?

Answer:

Due to their ad-hoc and short-term nature, individual repair and maintenance works are not allocated a specific budget. The Department is not aware of any particular delays with the completion of repair and maintenance works. Repair and maintenance work is generally undertaken on a charge-per-hour basis by contractors, with the costs being met from the repair and maintenance budget for all Senators and Members' offices. We are not aware of any over-runs on particular items and there are sufficient funds in the appropriation to meet the likely costs.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates Hearings 14-18 February 2005

Question: F38(32)

Outcome 3, Output 3.1

Topic: Ministerial Offices

Hansard page:

Written Question on Notice: 21 February 2005

Senator Carr asked:

Please provide a table showing all such projects, by Ministerial office, location, budget cost, final completed cost, details of work, duration of the project?

Answer:

The attached table details repair and maintenance work undertaken on ministerial offices outside of Parliament House in the 2004-2005 financial year.

This level of detail is unavailable on maintenance works undertaken in the Ministerial Wing of Parliament House as it is managed as a single site rather than individual offices.

**Ministerial office repair and maintenance costs
2004-2005 financial year**
(as at 15 February 2005)

Name	Location	State	Description	Date	Amount
ABBOTT	Manly	NSW	Install shevles	21-Sep-04	\$225.45
ABBOTT	Manly	NSW	Electrical work	20-Dec-04	\$143.50
ABBOTT	Manly	NSW	Office repainting	10-Feb-05	\$9,868.18
ABETZ	Hobart	TAS	Electrical work	14-Jul-04	\$83.65
ABETZ	Hobart	TAS	Joinery, skirting, roofing and air conditioning repairs	17-Jan-05	\$6,640.18
ANDERSON	Gunnedah	NSW	Electrical work	09-Nov-04	\$515.18
ANDERSON	Gunnedah	NSW	Airconditioning repairs	31-Jan-05	\$100.00
ANTHONY	Tweed Heads	NSW	Fire extinguisher service	25-Oct-04	\$42.50
BISHOP	Subiaco	WA	Electrical work	06-Sep-04	\$48.50
BISHOP	Subiaco	WA	Electrical work	06-Sep-04	\$169.75
BISHOP	Subiaco	WA	Fire equipment inspection	26-Nov-04	\$45.00
BROUGH	Caboolture	QLD	Electrical work	01-Jul-04	\$354.71
BROUGH	Caboolture	QLD	Data cabling	13-Jul-04	\$262.06
BROUGH	Caboolture	QLD	Fire extinguisher repairs	10-Jan-05	\$475.05
BROUGH	Caboolture	QLD	Electrical work	11-Jan-05	\$345.08
BROUGH	Caboolture	QLD	Door adjustment	11-Jan-05	\$96.75
BROUGH	Caboolture	QLD	Door repairs	11-Jan-05	\$148.50
BROUGH	Caboolture	QLD	Property inspection	14-Jan-05	\$492.68
COONAN	Sydney	NSW	Painting	05-Oct-04	\$1,692.01
COONAN	Sydney	NSW	Electrical work	09-Nov-04	\$260.40
COONAN	Sydney	NSW	Data cabling	13-Jan-05	\$280.00
DOWNER	Adelaide	SA	Airconditioning maintenance	30-Jul-04	\$280.00
DOWNER	Adelaide	SA	Fire equipment inspection	13-Sep-04	\$58.00
DOWNER	Adelaide	SA	Electrical work	04-Nov-04	\$105.80
DUTTON	Strathpine	QLD	Data and electrical work	02-Dec-04	\$1,695.00
DUTTON	Strathpine	QLD	Door repairs	11-Jan-05	\$176.10
DUTTON	Strathpine	QLD	Plumbing work	14-Feb-05	\$148.50
DUTTON	Strathpine	QLD	Install hooks	14-Feb-05	\$148.50
ELLISON	Northbridge	WA	Airconditioning repairs	01-Jul-04	\$5,840.00
ELLISON	Northbridge	WA	Electrical work	02-Sep-04	\$326.70
HARDGRAVE	Moorooka	QLD	Electrical work	13-Jul-04	\$91.00
HARDGRAVE	Moorooka	QLD	Door repairs	30-Jul-04	\$250.00
HARDGRAVE	Moorooka	QLD	Electrical work	05-Aug-04	\$60.00
HARDGRAVE	Moorooka	QLD	Sound proofing	27-Aug-04	\$232.73
HARDGRAVE	Moorooka	QLD	Door adjustment	14-Feb-05	\$117.11
HOCKEY	North Sydney	NSW	Modify workstation	06-Aug-04	\$440.00
HOCKEY	North Sydney	NSW	Electrical work	11-Aug-04	\$419.75
HOCKEY	North Sydney	NSW	Data cabling and outlets	31-Aug-04	\$789.50
HOCKEY	North Sydney	NSW	Install pictures	17-Oct-04	\$90.91
HOWARD	Sydney	NSW	Fire extinguisher service	13-Dec-04	\$30.00
LLOYD	Gosford	NSW	Electrical work	22-Jul-04	\$776.00
LLOYD	Gosford	NSW	Airconditioning maintenance	01-Aug-04	\$1,120.00
LLOYD	Gosford	NSW	Airconditioning adjustments	23-Aug-04	\$97.50
LLOYD	Gosford	NSW	Install pictures	05-Oct-04	\$123.70
LLOYD	Gosford	NSW	Fire extinguisher service	18-Oct-04	\$98.00

**Ministerial office repair and maintenance costs
2004-2005 financial year**
(as at 15 February 2005)

Name	Location	State	Description	Date	Amount
MACFARLANE	Toowoomba	QLD	Electrical work	03-Dec-04	\$66.00
MINCHIN	Kent Town	SA	Install pictures	30-Jul-04	\$52.15
MINCHIN	Kent Town	SA	Security system maintenance	06-Sep-04	\$2,280.00
MINCHIN	Kent Town	SA	Install pictures	01-Oct-04	\$79.00
MINCHIN	Kent Town	SA	Electrical work	29-Oct-04	\$199.85
MINCHIN	Kent Town	SA	Disables access maintenance	11-Nov-04	\$81.20
NELSON	Lindfield	NSW	Electrical work	11-Jul-04	\$926.95
NELSON	Lindfield	NSW	Data cabling	03-Nov-04	\$328.40
NELSON	Lindfield	NSW	Door repairs	27-Nov-04	\$583.64
NELSON	Lindfield	NSW	Fire extinguisher service	09-Feb-05	\$141.00
RUDDOCK	Sydney	NSW	Fire extinguisher service	16-Dec-04	\$162.00
TRUSS	Maryborough	QLD	Data and electrical work	24-Nov-04	\$10,330.00
VAILE	Sydney	NSW	Fire extinguisher service	10-Dec-04	\$42.50
VANSTONE	Adelaide	SA	Electrical work	30-Aug-04	\$606.24
VANSTONE	Adelaide	SA	Airconditioning maintenance	06-Sep-04	\$56.20
VANSTONE	Adelaide	SA	Electrical work	13-Sep-04	\$136.00
VANSTONE	Adelaide	SA	Front window repairs	28-Oct-04	\$1,562.00
VANSTONE	Adelaide	SA	Security system maintenance	06-Dec-04	\$52.00
VANSTONE	Adelaide	SA	Locks and keys	23-Dec-04	\$54.00
VANSTONE	Adelaide	SA	Cupboard adjustment	17-Jan-05	\$195.02
Total					\$53,738.08

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Finance and Administration

Estimates Hearings 14-18 February 2005

Question: F38(33)

Outcome: 3, Outcome: 3.1

Topic: Ministerial Offices

Hansard page:

Written Question on Notice: 21 February 2005

Senator Carr asked:

Can you provide equivalent details for new furnishings, furniture or other decoration?

Answer:

The attached tables detail new furnishings, furniture and other decoration for ministerial offices outside and inside Parliament House in the 2004-2005 financial year.

Ministerial office furniture, furnishings and decoration
2004-2005 financial year
(as at 15 February 2005)

OFFICES OUTSIDE PARLIAMENT HOUSE

Name	Location	State	Description	Date	Amount
ABETZ	Hobart	TAS	Bookcases	6-Jul-04	\$1,395.00
ABETZ	Hobart	TAS	Mobile drawer units	6-Jul-04	\$541.00
ABETZ	Hobart	TAS	Wall unit	6-Jul-04	\$812.00
ABETZ	Hobart	TAS	Workstation	6-Jul-04	\$860.00
ABETZ	Hobart	TAS	TV cabinet	15-Jul-04	\$680.00
ABETZ	Hobart	TAS	4 Drawer filing cabinets	15-Jul-04	\$1,065.00
ABETZ	Hobart	TAS	Buffet	20-Jul-04	\$500.00
ABETZ	Hobart	TAS	Screens	20-Jul-04	\$1,066.00
ABETZ	Hobart	TAS	Bookcases	20-Jul-04	\$1,065.00
ABETZ	Hobart	TAS	Joinery unit J06	28-Jul-04	\$3,510.00
ABETZ	Hobart	TAS	Bench top	6-Sep-04	\$85.00
ABETZ	Hobart	TAS	Door release button and coat hooks	24-Oct-04	\$254.48
ABETZ	Hobart	TAS	Joinery unit	9-Nov-04	\$2,330.00
ABETZ	Hobart	TAS	Chairs	19-Jan-05	\$500.00
ANTHONY	Tweed Heads	NSW	Pinboard & Filing cabinet	5-Aug-04	\$889.09
BISHOP	Subiaco	WA	Chairs	23-Aug-04	\$674.00
BROUGH	Caboolture	QLD	Workstations	16-Dec-04	\$1,344.00
CAMPBELL	Perth	WA	Chairs	25-Aug-04	\$971.00
COONAN	Sydney	NSW	Workstations & pedestals	23-Dec-04	\$5,960.00
COONAN	Sydney	NSW	Pinboards	11-Feb-05	\$360.00
HARDGRAVE	Moorooka	QLD	Acoustic screens	29-Sep-04	\$794.00
HOCKEY	North Sydney	NSW	Chairs	27-Jul-04	\$1,076.00
HOCKEY	North Sydney	NSW	Workstation & pedestals	6-Aug-04	\$3,948.00
HOCKEY	North Sydney	NSW	Chairs	31-Aug-04	\$336.36
HOCKEY	North Sydney	NSW	Meeting table, bookcase, shelf & TV cabinet	17-Oct-04	\$3,680.91
HOCKEY	North Sydney	NSW	Bathroom fittings	29-Dec-04	\$609.09
LLOYD	Gosford	NSW	Table	10-Aug-04	\$44.55
LLOYD	Gosford	NSW	Reception counter & bench unit	17-Jan-05	\$6,070.00
NELSON	Lindfield	NSW	Chairs	9-Dec-04	\$2,684.09
Total					\$44,104.57